



Bush's Pasture Park

Fee Schedule

City of Salem Fee Schedule - FY 2024

Salem is a full-service city. The City of Salem provides its residents with services protecting health, safety, and welfare. Municipal services to the community include police protection; emergency response; street maintenance and improvement; operation of the streetlight system; traffic control; planning and zoning regulation; code compliance enforcement; building inspection and regulation; water, wastewater, stormwater utility system; parks operations and maintenance; recreation services; and the Salem Public Library.

This Fee Schedule consolidates City fees adopted by City Council resolution for the services the City provides. Resolution No. 2023 - 35 modifies Resolution No. 2023-24 and Resolution No. 2023-15 and rescinds Resolution Nos. 2022-27, 2022-54, and 2023-13 and supersedes any other resolutions for the fees and charges as displayed in this document unless otherwise noted.

Table of Contents by Department by Fee Category

Section		Section	
1 Non-Departmental		5 Legal Department	
Other	2	Administrative / General	47
2 Finance		6 Police Department	
Administrative / General	4	Administrative / General	50
3 Community & Urban Development Department		Towing	51
Building and Safety (Permits)	6	7 Public Works Department	
Compliance Services	18	Development, Transportation and Miscellaneous	52
Planning Services	21	Streetlight	68
Parking Services	34	System Development Charges	70
Administrative / General	39	Utility Account and Services	89
4 Fire Department		Airport	92
Ambulance Transport / Pre-Treatment	41	8 Community Services Department	
Fire Administrative / General	43	Parks and Recreation	95
Fire Safety Permits	44	Center 50+	97
Willamette Valley Comm. Center	45	Parks and Events	102
		Recreation Programs	111
		Softball and Kickball	112
		Library	118

Non Departmental

The Non Departmental section of the fee schedule covers fees and charges not tied to one specific department, but rather to the City operation as a whole. The City Operations Fee, approved by City Council in October of 2019, falls into this category.

Fee Changes for FY 2024

An adjustment of \$5.50 for residential, \$4.40 for multifamily and \$26.51 for commercial/industrial/public and institutional accounts is proposed to take place in July 2023 based on the Safe and Secure Community funding proposal. Then, in January 2024, a second increase for inflation will be assessed. A second increase of 6.25% is based on the CPI-U December to December year over year change and is consistent with prior years' methodology.

The City Operations Fee supports the City's General Fund which pays for on-going services such as police, fire, parks and recreation, library, land use planning and zoning, code enforcement, municipal court and internal services like Information Technology, Legal, Finance and Human Resources.

Policy Issues, Exceptions, and Other Special Considerations

The City Operations Fee is governed by Salem Revised Code Chapter 40 and Ordinance Bill 12-19.

Description	Adopted Amounts	Unit	Notes
Other	Jul / Jan		
City Operations Fee - Residential	\$14.43 / \$15.33	Per Account / Per Month	
City Operations Fee - Multifamily	\$11.54 / \$12.26	Per Unit / Per Month	
City Operations Fee - Commercial	\$69.55 / \$73.90	Per Account / Per Month	
City Operations Fee - Industrial	\$69.55 / \$73.90	Per Account / Per Month	
City Operations Fee - Institutional	\$69.55 / \$73.90	Per Account / Per Month	
City Operations Fee - Public	\$69.55 / \$73.90	Per Account / Per Month	

Finance

The Finance Department charges fees for property lien search, conduit financing, non-sufficient funds transaction, and release of deed processing. In addition, the department administers delinquency penalties for non-payment of Transient Occupancy Tax, Tourism Promotional Area Fee and Downtown Parking Tax.

Fee Changes for FY 2024

A \$5 increase for the electronic lien search fee to align with market, and a \$9 increase to the manual lien search fee to align with corresponding increased staff costs.

Policy Issues, Exceptions, and Other Special Considerations

Delinquency penalties for nonpayment of the Tourism Promotion Area Fee are established in Salem Revised Code 38.100.

Delinquency penalties for nonpayment of Transient Occupancy Tax are established in Salem Revised Code 37.090.

Delinquency penalties for nonpayment of Downtown Parking Tax are established in Salem Revised Code 7.170.

Description	Adopted Amount	Unit	Notes
Finance - Lien Search			
Lien Search fee	\$32.00	Per search	Fee for an electronic search in the City's lien records to identify any outstanding legal claims against a property, including payoff calculations.
Manual Lien Search fee	\$58.00	Per search	Fee for a search done manually by City staff in the City's lien records to identify any outstanding legal claims against a property, including payoff calculations.
Finance - Miscellaneous			
Conduit Financing Fee	\$10,000.00	Per transaction	Fee for issuing conduit debt obligations, which are defined as those issued with approval of the City for the benefit of eligible third parties that provide health care or senior citizen use facilities.
Non-Sufficient Funds (NSF) Fee	\$35.00	Per transaction	Processing fee for any dishonored electronic payment made to the City.
Release of Trust Deed Processing Fee	\$45.00	Each	Fee for processing the payoff and release of title to the property owner once the lien is satisfied.
Appeal of Civil Penalty	\$270.00	Per appeal	
Finance - Transient Occupancy Tax			
Transient Occupancy Tax Delinquency Penalty	10%	Per occurrence	Original delinquency penalty of 10% of the amount of the tax due.
Transient Occupancy Tax Continued Delinquency Penalty	25%	Per occurrence	Continued delinquency penalty of 25% of the amount of the tax due in addition to the ten percent penalty first imposed.
Tourism Promotion Area Fee Delinquency Penalty	10%	Per occurrence	Original delinquency penalty of 10% of the amount of the fee due.
Tourism Promotion Area Fee Continued Delinquency Penalty	25%	Per occurrence	Continued delinquency penalty of 25% of the amount of the fee due in addition to the ten percent penalty first imposed.
Finance - Downtown Parking			
Downtown Parking Tax Delinquency Penalty	10%	Per occurrence	Original delinquency penalty of 10% of the amount of the tax due.
Downtown Parking Tax Penalty for Fraud or Intent to Evade Payment	25%	Per occurrence	Penalty for fraud or of intent to evade payments, issued at 25% of the amount of tax due, added to the amount owed and in addition to any delinquency penalties.

Building and Safety

The Building and Safety Division of the Community and Urban Development Department administers State of Oregon building codes and City of Salem revised codes, which provide uniform standards that ensure newly constructed residential and commercial buildings are safe for residents to occupy. The division performs a comprehensive structural plan review for all permitted construction within the City limits. Adherence to the approved plans after review is verified during all phases of construction by one of the division's certified inspectors. Building fees include electrical, mechanical, plumbing, and structural charges. Fees are applicable to commercial, industrial, and residential properties unless otherwise specified.

Fee Changes for FY 2024

None.

Policy Issues, Exceptions, and Other Special Considerations

- The final determination of valuation, occupancy, and / or construction type under any of the provisions of this order shall be made by the Building Official.
- The valuation to be used in computing the building permit and building plan review fees shall be the total value (rounded up to the nearest dollar) of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanent equipment. It also includes the contractor's profit, which should not be omitted.
- Valuation will be calculated using the most currently adopted International Code Council (ICC) valuation table as required by the State of Oregon, multiplied by the square footage of the structure or as stated by the applicant, whichever is greater.
- An Automation Surcharge will be charged on all transactions at a rate of \$2.50 for any billing less than \$50.00, and \$5.00 per billing over \$50.00.
- A State Surcharge fee of 12 percent is applied to all building permit types issued in the State of Oregon. A \$30.00 Manufactured Dwelling Cabana Fee is collected for every manufactured dwelling placement. Fee is a requirement per ORS 446.176(1) and OAR 918-500-0105 and is remitted to the State of Oregon.

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Building and Safety

Description	Adopted Amount	Unit	Notes
General Payments			
Processing Fee	\$12.50	Per license / permit	Fee excludes building-related permits.
Building Permit Fee			
Building Permit Fee - \$0 to \$2,000 Valuation	\$67.25	Each	Minimum.
Building Permit Fee - \$2,000.01 to \$25,000 Valuation, First \$2,000	\$67.25	Each	Base fee for the first \$2,000 of valuation, \$8.00 for each additional \$1,000 or fraction of valuation.
Building Permit Fee - \$25,000.01 to \$50,000 Valuation, First \$25,000	\$251.25	Each	Base fee for the first \$25,000 of valuation, \$6.25 for each additional \$1,000 or fraction of valuation.
Building Permit Fee - \$50,000.01 to \$100,000 Valuation, First \$50,000	\$407.50	Each	Base fee for the first \$50,000 of valuation, \$4.75 for each additional \$1,000 or fraction of valuation.
Building Permit Fee - \$100,000.01 and More Valuation, First \$100,000	\$645.00	Each	Base fee for the first \$100,000 of valuation, \$3.95 for each additional \$1,000 or fraction of valuation.
Building Permits - Related Fees			
Additional Building Plan Review	\$67.25	Per hour	Required due to revisions of the construction documents. 1 hour minimum.
Same Day Plan Review	\$150.00	Per hour	
Building Permit Extension	\$67.25	Each	
Building Plan Review Fee	65%	Each	Percent of building permit fee.
City of Salem Master Plan Initial Plan Review	65%	Each	Percent of permit fee.
City of Salem Master Plan Second and Subsequent Reviews	50%	Each	Percent of initial plan review fee.
City of Salem Master Plan Setup Fee 1 and 2 Family	\$130.00	Each	
City of Salem Master Plan Setup Fee All Others	\$67.25	Per hour	2 hour minimum.
Class 1 Building Move	\$10.00	Each	
Class 2 Building Move	\$50.00	Each	
Class 3 Building Move	\$10.00	Each	Application fee + actual cost + 10% overhead for all City services.
Demolition Permit	\$67.25	Each	
Investigation Fee (work done without permits)	\$67.25	Each	Minimum, equal to and in addition to the permit fee.

Description	Adopted Amount	Unit	Notes
Building Permits - Related Fees, Continued			
On-Site Plan Review	\$150.00	Per hour	2 hour minimum.
Phased Permitting (all structures except single family dwellings and duplexes) Application Fee - In addition to standard permit fees	\$250.00	Per phase	Plus 10% of the total building permit fee not to exceed \$1,500 per phase.
Pre-Move Inspection Fee - 1 and 2 Family Dwelling	\$25.00	Each	
Pre-Move Inspection Fee - All Other Types	\$100.00	Each	
Pre-Submittal Conference Fee	\$150.00	Each	
Re-inspection Fee	\$52.00	Per hour	1 hour minimum.
Solar Photovoltaic Systems (installed using prescriptive methods)	\$67.25	Per permit	
State of Oregon Master Plans - Administrative Processing Fee	10%	Each	Percent of building permit fee, maximum of \$250.
Temporary Certificate of Occupancy for Commercial / Multifamily per 30 Day Period	\$150.00	Each	Per building per phase. This fee is in addition to reinspection fee.
Temporary Certificate of Occupancy, One-Time Fee for 1 and 2 Family Dwellings	\$50.00	Each	This fee is in addition to reinspection fee.
Third Party Plan Review - Administrative Processing Fee	10%	Percentage	Percent of building permit fee, maximum of \$250.
Board of Appeals Enforcement Notice, Civil Penalty, License Denial	\$270.00	Each	2 hour minimum.
Building Permits - Manufactured Dwelling Placement			
Manufactured Dwelling Placement Permit Fee (includes plan review)	\$285.00	Each	

Description	Adopted Amount	Unit	Notes
Mechanical Permit - Commercial			
Commercial Mechanical Permit Fee - \$0 to \$2,000 Valuation, First \$2,000	\$67.25	Each	Base fee for the first \$2,000 of valuation, \$11.00 for each additional \$1,000 or fraction of valuation.
Commercial Mechanical Permit Fee - \$25,000.01 to \$50,000 Valuation, First \$25,000	\$320.25	Each	Base fee for the first \$25,000 of valuation, \$9.00 for each additional \$1,000 or fraction of valuation.
Commercial Mechanical Permit Fee - \$50,000.01 and \$100,000 Valuation, First \$50,000	\$545.25	Each	Base fee for the first \$50,000 of valuation, \$6.00 for each additional \$1,000 or fraction of valuation.
Commercial Mechanical Permit Fee - \$100,000.01 and More Valuation, First \$100,000	\$845.25	Each	Base fee for the first \$100,000 of valuation, \$4.00 for each additional \$1,000 or fraction of valuation.
Mechanical Permit - 1 & 2 Family Dwelling: Gas Equipment			
Barbecue	\$20.75	Each	
Boiler (City gas connection and venting)	\$20.75	Each	State Building Code Division's approval required.
Clothes Dryer	\$20.75	Each	
Fireplace / Insert / Stove	\$20.75	Each	
Fuel Piping	\$20.75	Each	
Furnace Forced Air	\$20.75	Each	
Heater (unit in-wall, in-duct, suspended, not including vent)	\$20.75	Each	
Log or Log Lighter	\$20.75	Each	
Range	\$20.75	Each	
Water Heater	\$20.75	Each	

Description	Adopted Amount	Unit	Notes
Mechanical Permit - 1 & 2 Family Dwelling: Electric Equipment			
Air Conditioner / Evaporative Cooler (additional fee if air handling unit is utilized)	\$20.75	Each	
Air Handling Unit	\$20.75	Each	
Decorative Fireplace	\$20.75	Each	
Furnace (including ductwork, vent, and liner)	\$20.75	Each	
Heat Pump	\$20.75	Each	
Water Heater	\$20.75	Each	
Hydronic Piping	\$20.75	Each	
Pool or Spa Heater, Kiln	\$20.75	Each	Site plan required for an outdoor unit.
Wood Fireplace	\$20.75	Each	
Wood or Pellet Stove or Insert, Domestic Incinerator	\$20.75	Each	
Mechanical Permit - 1 & 2 Family Dwelling: Environmental Exhaust and Ventilation			
Above Ground Tanks Connection and Venting	\$20.75	Each	Connection and venting only for above ground tanks - gas / oil / diesel.
Attic / Crawl Space Fan	\$10.25	Each	
Chimney Liner / Flue / Vent Without Appliance	\$10.25	Each	
Clothes Dryer Exhaust	\$10.25	Each	
Ductwork or Venting for New, Alteration, Addition or Repair	\$10.25	Each	
Generators Connection and Venting Only	\$20.75	Each	
Range Hood or Other Kitchen Equipment	\$20.75	Each	
Single Duct Exhaust (bathrooms, toilet compartments, utility rooms)	\$10.25	Each	
Whole House Ventilation or Radon Mitigation	\$20.75	Each	

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Building and Safety

Description	Adopted Amount	Unit	Notes
Mechanical Permit - 1 & 2 Family Dwelling: Other Appliance Other Appliance or Equipment (not named above)	\$20.75	Each	
Mechanical Permit - Related Fees			
Additional Plans Review - Mechanical	\$67.25	Per hour	Due to revisions to the construction documents. 1 hour minimum.
Mechanical Plan Review (when required or requested)	25%	Each	When required or requested. Percent of mechanical permit fee.
Re-inspection Fee Mechanical	\$52.00	Each	1 hour minimum.
Plumbing Permit Fees			
Single / Duplex New - 1 Bathroom	\$285.00	Each	Includes one kitchen and up to 100 feet each of water, sewer, and storm lines (which include rain, footing, and trench drains, leach lines, and drywalls).
Single / Duplex New - 2 Bathrooms	\$363.00	Each	Includes one kitchen and up to 100 feet each of water, sewer, and storm lines (which include rain, footing, and trench drains, leach lines, and drywalls).
Single / Duplex New - 3 Bathrooms	\$441.00	Each	Includes one kitchen and up to 100 feet each of water, sewer, and storm lines (which include rain, footing, and trench drains, leach lines, and drywalls).
Single / Duplex New Each Additional Bathroom / Kitchen	\$78.00	Each	
Plumbing Permit - Site Utilities			
Catch Basin / Area Drain	\$17.50	Each	
Footing Drain - First 100 Feet	\$41.00	Each	Base fee for first 100 feet, each additional 100 feet \$26.
Rain Drain - First 100 Feet	\$41.00	Each	Base fee for first 100 feet, each additional 100 feet \$26.
Sanitary Sewer - First 100 Feet	\$41.00	Each	Base fee for first 100 feet, each additional 100 feet \$26.
Storm Sewer (including trench drains, leach lines, and dry wells)	\$41.00	Each	Base fee for the first 100 feet, each additional 100 feet \$26.
Water Service - First 100 Feet	\$41.00	Each	Base fee for the first 100 feet, each additional 100 feet \$26.

Description	Adopted Amount	Unit	Notes
Plumbing Permit - Fixtures or Items			
Absorption Valve	\$17.50	Per fixture	
Backflow Preventer (water)	\$26.00	Each	
Backwater Valve (storm sewer)	\$26.00	Per fixture	
Clothes Washer	\$17.50	Per fixture	
Drinking Fountain	\$17.50	Per fixture	
Ejectors / Sump	\$17.50	Per fixture	
Expansion Tank	\$17.50	Per fixture	
Floor Drain / Sink / Hub	\$17.50	Per fixture	
Garbage Disposal	\$17.50	Per fixture	
Hose Bib	\$17.50	Per fixture	
Ice Maker	\$17.50	Per fixture	
Other Fixtures (items not named above; e.g. pressure regulator)	\$17.50	Per fixture	
Primer	\$17.50	Per fixture	
Roof Drain (commercial)	\$17.50	Per fixture	
Sink / Basin / Lavatory	\$17.50	Per fixture	
Tub / Shower / Shower Pan	\$17.50	Per fixture	
Urinal	\$17.50	Per fixture	
Water Closet	\$17.50	Per fixture	
Water Heater (new / replacement), (includes solar equipment)	\$17.50	Per fixture	
Other fixtures or items not named above (i.e. Pressure regulator)	\$17.50	Per fixture	

Description	Adopted Amount	Unit	Notes
Plumbing Permit - Medical Gas Installations			
Medical Gas Installations (plan review required) - \$0 to \$2,000 Valuation	\$67.25	Each	Minimum.
Medical Gas Installations (plan review required) - \$2,000.01 to \$25,000 Valuation, First \$2,000	\$67.25	Each	Base fee for the first \$2,000 of valuation, \$8.00 for each additional \$1,000 or fraction of valuation.
Medical Gas Installations (plan review required) - \$25,000.01 to \$50,000 Valuation, First \$25,000	\$251.25	Each	Base fee for the first \$25,000 of valuation, \$6.25 for each additional \$1,000 or fraction of valuation.
Medical Gas Installations (plan review required) - \$50,000.01 to \$100,000 Valuation, First \$50,000	\$407.50	Each	Base fee for the first \$50,000 of valuation, \$4.75 for each additional \$1,000 or fraction of valuation.
Medical Gas Installations (plan review required) - \$100,000.01 and More Valuation, First \$100,000	\$645.00	Each	Base fee for the first \$100,000 of valuation, \$3.95 for each additional \$1,000 or fraction of valuation.
Plumbing Permit - Related Fees			
Additional Plans Review - Plumbing	\$67.25	Per hour	Required due to revisions to the construction documents. 1 hour minimum.
Plumbing Plan Review (when required or requested)	30%	Each	Percent of plumbing permit fee.
Re-inspection Fee Plumbing	\$52.00	Each	
Minimum Plumbing Permit Fee	\$67.25	Each	
Single / Duplex New Each - (additional 100 feet of water, sewer or storm line or fraction thereof)	\$26.00	Per 100 feet	
Plumbing Permit - Fire Suppression			
Fire Suppression - 0 to 2,000 Square Feet	\$98.00	Each	1 and 2 Family Dwelling.
Fire Suppression - 2,001 Square Feet to 3,600 Square Feet	\$103.50	Each	1 and 2 Family Dwelling.
Fire Suppression - 3,601 Square Feet to 7,200 Square Feet	\$139.75	Each	1 and 2 Family Dwelling.
Fire Suppression - 7,200 Square Feet and Greater	\$186.25	Each	1 and 2 Family Dwelling.

Description	Adopted Amount	Unit	Notes
Electrical Permit Fee			
1 and 2 Family Dwelling - New or Multi-Family Dwelling Building - Service Included	\$139.75	Each	Base fee for 1,000 square feet or less. \$26 each additional 500 square feet over 1,000.
Services or Feeder - 200 Amps or Less	\$82.75	Each	
Services or Feeder - 201 to 400 Amps	\$98.25	Each	
Services or Feeder - 401 to 600 Amps	\$163.50	Each	
Services or Feeder - 601 to 1,000 Amps	\$212.00	Each	
Services or Feeder - Over 1,000 Amps	\$491.50	Each	
Branch Circuit with Services	\$5.50	Each	
Branch Circuit without Services - First Circuit	\$67.25	Each	
Branch Circuit without Services - Additional Circuits	\$5.50	Each	
Limited Energy for New One / Two Family Dwelling and new Multi-family dwelling buildings	\$67.25	Each	
Manufactured Dwelling Electrical Service and / or Feeder	\$67.25	Each	
Pump or Irrigation Circle	\$67.25	Each	
Reconnect Only	\$67.25	Each	
Sign or Outline Lighting	\$67.25	Each	
Signal Circuit(s) or Limited Energy panel or alteration	\$67.25	Each	
Temporary Services - 200 Amps or Less	\$67.25	Each	
Temporary Services - 201 to 400 Amps	\$89.00	Each	
Temporary Services - 401 to 600 Amps	\$129.50	Each	
Temporary Services - 601 to 1000 Amps	\$212.00	Each	
Temporary Services - Over 1000 Amps or 1000 volts	\$491.50	Each	
Other Equipment Not Named Above	\$67.25	Each	

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Building and Safety

Description	Adopted Amount	Unit	Notes
Electrical Permit Fee - Renewable			
Renewable Electrical Energy 15.01 kVA to 25.00 kVA	\$156.00	Each	
Renewable Electrical Energy 5 kVA or less	\$79.00	Each	
Renewable Electrical Energy 5.01 kVA to 15.00 kVA	\$94.00	Each	
Renewable Energy for Wind Generation Systems 25.01 kVA to 50.00 kVA	\$204.00	Each	
Renewable Energy for Wind Generation Systems 50.01 kVA to 100.00 kVA	\$469.00	Each	
Solar Generation Systems, in Excess of 25 kVA	\$156.00	Per system	Base fee, each additional kVA \$6.25, maximum of \$624.75.
Electrical Permit - Related Fees			
Additional Plans Review - Electrical	\$67.25	Per hour	Required due to revisions to the construction documents. One hour minimum.
Electrical Plan Review (when required or requested)	25%	Each	Percent of electrical permit fee.
Master Permit Inspection Program Application Fee	\$100.00	Each	
Master Permit Inspection Program Inspection Fee (includes inspection, report writing and travel time)	\$69.00	Per hour	
Re-inspection Fee Electrical	\$52.00	Per hour	
Building Permits - Expedited Services			
Expedited Inspections (after-hours, etc.)	\$150.00	Per hour	2 hour minimum.
Expedited Plan Review	\$150.00	Per hour	2 hour minimum.
Building Permits - Enhanced Services			
Enhanced Services / Project Coordinator	\$150.00	Per hour	Charged in 1/2 hour increments, includes travel and preparatory time.
Building Permits - Phased Permitting			
Phased Permitting in Addition to Standard Permit Fees for Single Family Dwellings and Duplexes	\$150.00	Per phase	Application fee per phase, plus 10% of the total building permit fee not to exceed \$1,500 per phase.
Phased Permitting in Addition to Standard Permit Fees for All Others	\$250.00	Per phase	Application fee per phase, plus 10% of the total building permit fee not to exceed \$1,500 per phase.

Description	Adopted Amount	Unit	Notes
Building Permits - Deferred Plans Submittal			
Deferred Submittals - Plan Review Fee	65%	Each	Percent of the building permit fee calculated using the value of the particular deferred portion or portions of the project with a \$250 minimum per deferral.
Licensing - General			
Application Fee License	\$40.00	Each	
Licensing - Business and Vocational			
Inspection Fee - Junk Dealer / Mobile Food Unit / Street Vendor	\$35.00	Per inspection	
Haunted Houses	\$25.00	Per day	
License Fee Junk Dealer	\$30.00	Annually	
License Fee Mobile Food Unit	\$60.00	Annually	
License Fee Pawnbroker	\$150.00	Annually	
License Fee Second Hand Dealer	\$50.00	Annually	
License Fee Street Vendor	\$60.00	Annually	
License Fee Teen Night Club	\$75.00	Annually	
License Fee Tree Trimmer	\$25.00	Annually	
License Fee Vehicle for Hire Agency	\$25.00	Annually	
Marijuana Business License	\$100.00	Per application	

Description	Adopted Amount	Unit	Notes
Licensing - Special Permits			
Special Event Permit	\$10.00	Per day	
Licensing - Liquor			
Liquor License Annual Renewal	\$35.00	Each	
Liquor License Change in Location	\$50.00	Each	
Liquor License Change in Ownership	\$50.00	Each	
Liquor License Change in Privilege	\$50.00	Each	
Liquor License Original Application	\$50.00	Each	
Miscellaneous			
Address Changes	\$55.00	Per request	
Alternative Materials - Design and Methods of Construction and Equipment	\$65.00	Per hour	When documents are submitted for review not specifically prescribed by the code.
Archive Fees - Size C or Larger	\$1.75	Per page	
Archive Fees - Smaller than Size C	\$0.50	Per page	
Computer Generated Reports	\$35.00	Per month	
Plan Copies	\$55.00	Per hour	In 15 minute increments plus copy costs.

Compliance Services

The City's compliance services officers enforce nuisance, housing, and property maintenance codes. The division also inspects multi-family properties to ensure building safety through the application of building, fire, and housing codes.

Fee Changes for FY 2024

Some fees increased by CPI-U West.

Policy Issues, Exceptions, and Other Special Considerations

An Automation Surcharge will be charged on all transactions at a rate of \$2.50 for any billing less than \$50.00, and \$5.00 per billing over \$50.00.

Description	Adopted Amount	Unit	Notes
Code Enforcement			
Derelict Fee - First 12 Months	\$0.25	Per sqft / month	\$0.25 per square foot or \$500 minimum charge each month.
Derelict Fee - After 12 Months	\$0.50	Per sqft / month	\$0.50 per square foot or \$1,000 minimum charge each month.
Appeal of Administrator Decision Civil Penalty	\$270.00	Per appeal	
Appeal of Administrator Decision Enforcement Notice	\$270.00	Per appeal	
Multi-family			
License Fee Apartment - 3 to 10 Units	\$22.00	Per unit annually	
License Fee Apartment - 11 to 60 Units	\$21.00	Per unit annually	
License Fee Apartment - 61 Units or More	\$21.00	Per unit annually	
License Fee Bed and Breakfast Guest Room	\$18.00	Per room annually	
License Fee Congregate Living Guest Room	\$19.00	Per room annually	
License Fee Homeless Shelter	\$65.00	Per facility annually	
License Fee Hotel / Motel Guest Room	\$9.50	Per room annually	
License Fee Retirement Apartment Unit	\$11.00	Per dwelling unit annually	
License Fee Room and Board Guest Room	\$17.00	Per room or unit annually	
License Application Fee Multi-Family	\$10.00	Per application	
License Renewal Fee Multi-Family	\$10.00	Per application	
Rescheduling Fee Multi-Family Inspection	\$100.00	Per hour	Charge based on scheduled appointment time. Minimum 1 hour charge.

Description	Adopted Amount	Unit	Notes
Other Permit			
Racetrack Event / Event Series License	\$307.00	Each	
Temporary Recreation Vehicle Placement Fee	\$30.00	Each	Valid for 14 days.
Sound Permit			
Event Sound Permit Compliance Services - Class A	\$30.00	Per event	
Event Sound Permit Compliance Services - Class B	\$222.00	Per event	
Event Sound Permit Public Compliance Services - Class C	\$222.00	Per event	
Event Sound Permit Private Compliance Services - Class C	\$60.00	Per event	
Event Sound Permit Compliance Services - Class D	\$443.00	Per event	
Other Permit			
Shopping Cart Retrieval Fee Compliance Services	\$50.00	Each	
Sign Retrieval Fee	\$50.00	Each	
Archive Fees - Paper Size Less Than 11x17	\$0.50	Per page	For documents requiring electronic archiving. Archiving fee waived if application materials are submitted electronically.
Archive Fees - Paper Size Equal / Larger Than 11x17	\$1.75	Per page	For documents requiring electronic archiving. Archiving fee waived if application materials are submitted electronically.

Planning Services

The City's Planning Services ensure current development proposals align with the community's overall vision for Salem. Planning staff engage and inform the community about planning projects, activities and assist applicants during the land use process. Planning Services fees apply to land use applications, annexations, zoning review of building permits and special requests.

Fee Changes for FY 2024

The Community Development Department's Planning Division administers multiple land use and development fees. Fees have increased by CPI-U West inflation rate.

New fees include categories for building permit review when site plan review isn't required, a fee for time extensions when notice is required, and a fee for high quality digital prints from the City's historic photo collection.

Policy Issues, Exceptions, and Other Special Considerations

An Automation Surcharge will be charged on all transactions at a rate of \$2.50 for any billing less than \$50.00 and \$5.00 per billing over \$50.00.

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Planning Services

Description	Adopted Amount	Unit	Notes
Annexation			
Publication Costs Deposit	\$4,018.00	Each	For voter approved annexations, a minimum deposit is required to cover publications costs with full costs to be charged per SRC Chapter 260.
Annexation	\$9,896.00	Each	
Annexation with Comprehensive Plan Map and Zone Change	\$12,882.00	Each	
Annexation Health Hazard	\$3,247.00	Each	
Building Permits			
Investigation for Work Without Permit		Each	Double permit fee, applicable to work conducted prior to obtaining land use approval or in violation of zoning code.
Planning Review Demolition	\$176.00	Each	
Planning Review Landscape Plan Review and Inspection	\$352.00	Each	Includes one plan review and one inspection.
Planning Review Deferral of Landscape Plan Review	\$91.00	Each	
Planning Review Irrigation Plan Review and Inspection	\$352.00	Each	Includes one plan review and one inspection.
Planning Review Deferral of Irrigation Plan Review	\$91.00	Each	
Planning Review Manufactured Dwelling - Inside Park	\$176.00	Each	
Planning Review Manufactured Dwelling - Outside Park	\$256.00	Each	
Planning Review / Single Family Dwelling / New Construction	\$512.00	Each	Fee includes one zoning inspection
Planning Review / Single Family Dwelling Historic Properties / New Construction	\$202.00	Each	Fee includes one zoning inspection
Planning Review / Residential Plan Review Other Than New Construction, including but not limited to additions, alterations, decks, accessory structures	\$176.00	Each	
Planning Review / Middle Housing and ADU / New Construction	\$256.00	Per dwelling unit	Fee includes one zoning inspection

Description	Adopted Amount	Unit	Notes
Building Permits,continued			
Planning Review / Middle Housing Historic Properties / New Construction	\$101.00	Per dwelling unit	Fee includes one zoning inspection
Planning Review Other for Projects Not Elsewhere Identified	\$171.00	Per hour	Charged in 15 minute increments. Minimum 15 minute charge.
Planning Review Zoning Inspection	\$352.00	Each	
Planning Review Zoning and Landscape Re-inspection	\$171.00	Each	Per each additional re-inspection.
Planning Review Expedited Plan Review	\$378.00	Per hour	Minimum 1 hour charge.
Planning Review / No Site Plan Review / Commercial, Industrial, Multi-Family, and Mixed-Use - \$0 to Less Than \$50,000 Valuation	\$294.00	Each	
Planning Review / No Site Plan Review / Commercial, Industrial, Multi-Family, and Mixed-Use - \$50,000 or Greater Valuation	\$465.00	Each	
Planning Review, Revision Fee	\$171.00	Per hour	Charged in 15 minute increments. Minimum 15 minute charge.
Design Review			
Class 1	\$713.00	Each	
Class 2	\$2,104.00	Each	
Class 3	\$3,960.00	Each	
Design Review - Historic Review			
Commercial District or Individual Resource - Minor Class 1	\$726.00	Each	
Commercial District or Individual Resource - Minor Class 2	\$1,089.00	Each	
Commercial District or Individual Resource - Minor - Awnings or Signs Class 1	\$459.00	Each	
Commercial District or Individual Resource - Minor - Awnings or Signs Class 2	\$1,089.00	Each	
Commercial District or Individual Resource - Major Awnings or Signs	\$3,247.00	Each	

Description	Adopted Amount	Unit	Notes
Design Review - Historic Review,continued			
Commercial District or Individual Resource - Major Except New Construction	\$3,247.00	Each	
Commercial All or Public - Major New Construction \$0 To Less Than \$250,000	\$4,385.00	Each	
Commercial All or Public - Major New Construction \$250,000 To Less Than \$500,000	\$5,238.00	Each	
Commercial All or Public - Major New Construction \$500,000 To Less Than \$1 Million	\$6,092.00	Each	
Commercial All or Public - Major New Construction \$1 Million To Less Than \$2.5 Million	\$6,946.00	Each	
Commercial All or Public - Major New Construction \$2.5 Million To Less Than \$5 Million	\$7,799.00	Each	
Commercial All or Public - Major New Construction \$5 Million To Less Than \$20 Million	\$8,652.00	Each	
Commercial All or Public - Major New Construction \$20 Million and Greater	\$9,505.00	Each	
Public District or Individual Resource - Minor Class 1	\$726.00	Each	
Public District or Individual Resource - Minor Class 2	\$1,089.00	Each	
Public District or Individual Resource - Major Except New Construction	\$3,247.00	Each	
Public District or Individual Resource - Minor - Awnings or Signs Class 1	\$459.00	Each	
Public District or Individual Resource - Minor - Awnings or Signs Class 2	\$1,089.00	Each	
Public District or Individual Resource - Major Awnings or Signs	\$3,247.00	Each	
Residential District or Individual Resource - Minor Class 1	\$270.00	Each	
Residential District or Individual Resource - Minor Class 2	\$418.00	Each	
Residential District or Individual Resource - Minor Signs	\$85.00	Each	
Residential District or Individual Resource - Major Except New Construction	\$520.00	Each	
Residential Major New Construction \$0 To Less Than \$10,000	\$3,247.00	Each	
Residential Major New Construction \$10,000 To Less Than \$25,000	\$3,532.00	Each	

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Planning Services

Description	Adopted Amount	Unit	Notes
Design Review - Historic Review,continued			
Residential Major New Construction \$25,000 To Less Than \$50,000	\$3,817.00	Each	
Residential Major New Construction \$50,000 To Less Than \$100,000	\$4,101.00	Each	
Residential Major New Construction \$100,000 and Greater	\$4,385.00	Each	
General Payments			
Appeal	\$250.00	Per appeal	All parties with the exception of Neighborhood Associations.
GIS Wall Map	\$25.00	Each	Fee covers standard maps. For custom maps, please call 503-588-6213.
Investigation for Work Without Permit		Each	Double permit fee, applicable to work conducted prior to obtaining land use approval or in violation of zoning code.
Modification of All Application Types, Unless Specified	50%	per application	50% of the current application fee.
Planning Archive Fees Less Than 11x17	\$0.50	Per page	Archiving fee waived if application materials are submitted electronically.
Planning Archive Fees, Equal / Larger Than 11x17	\$1.75	Per page	Archiving fee waived if application materials are submitted electronically.
Planning Miscellaneous Research	\$150.00	Per hour	Charged in 15-minute increments. Minimum 15-minute charge.
High Quality Print 11 x 17 or smaller	\$15.00	Each	Printing fee
High Quality Print Larger than 11 x 17	At Cost	Each	Printing fee at cost for larger than 11 x 17
Time Extensions - Class 1	\$190.00	Each	
Time Extensions - Class 2	\$380.00	Each	
Land Development			
Appeals Expedited Land Division	\$454.00	Each	All parties with the exception of Neighborhood Associations.
Manufactured Dwelling Park Permit	\$9,709.00	Each	Total base cost plus additional \$20 per dwelling in excess of 5.
Manufactured Dwelling Park Subdivision	\$845.00	Each	Total base cost plus additional \$20 per dwelling in excess of 5.
Partition Tentative Plan	\$5,679.00	Each	
Partition Tentative Plan Expedited	\$9,500.00	Each	
Payment in Lieu - Climate Mitigation	\$1,500.00	Per space	Payment in lieu of other climate mitigations - State of Oregon Climate Friendly and Equitable Communities Rules. SRC 806.035(n).

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Planning Services

Description	Adopted Amount	Unit	Notes
Land Development, continued			
Planned Unit Development Tentative Plan	\$10,483.00	Each	Total base cost plus additional \$20 per dwelling / lot in excess of 5.
Planned Unit Development Final Plan	\$1,027.00	Each	Total base cost plus additional \$20 per dwelling / lot in excess of 5.
Middle Housing Land Division Tentative Plan - Three or Fewer Proposed Lots	\$5,679.00	Each	
Middle Housing Land Division Tentative Plan - Four or More Proposed Lots	\$9,825.00	Each	Total base cost plus additional \$20 per lot in excess of 5.
Middle Housing Land Division Tentative Plan Expedited - Three or Fewer Proposed Lots	\$9,500.00	Each	
Middle Housing Land Division Tentative Plan Expedited - Four or More Proposed Lots	\$14,587.00	Each	Total base cost plus additional \$20 per lot in excess of 5.
Property Line Adjustment	\$1,259.00	Each	
Replat Tentative Plan	\$6,180.00	Each	
Subdivision Tentative Plan	\$9,825.00	Each	Total base cost plus additional \$20 per lot in excess of 5.
Subdivision Tentative Plan Expedited	\$14,587.00	Each	Total base cost plus additional \$20 per lot in excess of 5.
Urban Growth Preliminary Declaration	\$5,534.00	Each	Total base cost plus additional \$20 per acre in excess of 5.
Urban Service Area Amendment	\$6,911.00	Each	
Validation of Units of Land	\$6,180.00	Each	
Licensing			
Accessory Short-Term Rental License	\$292.00	Each	Fee prorated per SRC 30.025(b).
Accessory Short-Term Rental Renewal	\$171.00	Each	
Short-Term Rental License	\$292.00	Each	Fee prorated per SRC 30.025(b).
Short-Term Rental Renewal	\$171.00	Each	
Natural Resources			
Tree and Vegetation Removal Permit	\$423.00	Each	Total base cost plus additional \$55 per tree for each tree removed beyond the first.
Tree Conservation Plan for Partition or Replat	\$716.00	Each	

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Planning Services

Description	Adopted Amount	Unit	Notes
Natural Resources, continued			
Tree Conservation Plan for Subdivision	\$1,703.00	Each	
Tree Regulation Variance	\$2,489.00	Each	Total base cost plus additional \$250 per additional significant tree removed beyond the first
Tree Conservation Plan Adjustment	\$341.00	Each	Total base cost plus additional \$55 per tree for each tree removed beyond the first.
Pre-applications			
Pre-Application Conference	\$900.00	Each	
Signs			
Banner across Liberty Street (before Trade Street) or hung on Liberty Parkade	\$53.00	Per day	Minimum 5 days required.
Investigation for Work Without Permit		Each	Double permit fee, applicable to work conducted prior to obtaining permit or in violation of sign code, including
Outdoor Advertising Sign	\$1,207.00	Each	
Outdoor Advertising Sign - Annual Maintenance Inspection Fee	\$380.00	Each	
Permanent Sign Removal for Repair and Return	\$221.00	Each	
Permanent Sign - Non-illuminated - 0 to 32 Square Feet	\$220.00	Each	
Permanent Sign - 0 to 32 Square Feet	\$439.00	Each	
Permanent Sign - 32.01 Square Feet to Less Than 50 Square Feet	\$683.00	Each	
Permanent Sign - 50 Square Feet to Less Than 100 Square Feet	\$1,222.00	Each	
Permanent Sign - 100 Square Feet to Less Than 200 Square Feet	\$1,699.00	Each	
Permanent Sign - 200 Square Feet to Less Than 300 Square Feet	\$2,005.00	Each	
Permanent Sign - 300 Square Feet and Greater	\$2,827.00	Each	
Permanent Sign Structural Face Change	\$221.00	Each	
Sign Inspection Fee	\$264.00	Each	
Re-inspection Fee	\$171.00	Each	Re-inspection fee may be assessed when work for which inspection is called for is not completed or when corrections called for have not been made.

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Planning Services

Description	Adopted Amount	Unit	Notes
Signs, continued			
Permanent Sign - Revision	\$150.00		Charged in 15 minute increments. Minimum 15 minute charge.
Right-of-Way Sidewalk Sign	\$37.00	Each	Base fee plus additional Public Works Department plan review fee. No inspection requirement.
Sign Adjustment - Class 1	\$645.00	Each	Total base cost plus additional \$250 for each adjustment requested beyond the first
Sign Adjustment - Class 2	\$1,578.00	Each	Total base cost plus additional \$250 for each adjustment requested beyond the first
Sign Conditional Use	\$6,680.00	Per sign	Fee is charged per sign
Sign Variance	\$6,680.00	Per sign	Fee is charged per sign
Temporary Sign Balloon	\$131.00	Each	Valid for 14 days.
Temporary Sign Banner	\$131.00	Each	Valid for 1 month.
Temporary Sign Display for Firework and Christmas Tree Sales	\$131.00	Each	Valid for 1 month.
Temporary Sign Pennant	\$167.00	Each	Valid for 6 months.
Wall Facade for Signs Removal Agreement	\$662.00	Each	
Site Plan Review			
Class 1	\$713.00	Per application	
Class 2 and 3 - \$0 to Less Than \$500,000	\$2,104.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Class 2 and 3 - \$500,000 to Less Than \$1 Million	\$3,960.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Class 2 and 3 - \$1 Million to Less Than \$1.5 Million	\$4,319.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Class 2 and 3 - \$1.5 Million to Less Than \$2 Million	\$4,970.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit

Description	Adopted Amount	Unit	Notes
Site Plan Review, continued			
Class 2 and 3 - \$2 Million to Less Than \$2.5 Million	\$5,654.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Class 2 and 3 - \$2.5 Million to Less Than \$3 Million	\$6,184.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Class 2 and 3 - \$3 Million and Greater*(\$0.90 per \$1,000 over \$3M)	\$6,184.00	Per application	Base fee for the first \$3M of valuation, \$0.90 for each additional \$1,000 or fraction of valuation. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Class 2 and 3 - \$3 Million and Greater - Modification	50%	Per application	50% of the current application fee, not to exceed the base fee.
Site Plan Review - Multi-family			
Multi-Family Class 2 and 3 - \$0 to Less Than \$500,000	\$2,104.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Multi-Family Class 2 and 3 - \$500,000 to Less Than \$1 Million	\$3,960.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Multi-Family Class 2 and 3 - \$1 Million to Less Than \$2 Million	\$4,970.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Multi-Family Class 2 and 3 - \$2 Million to Less Than \$3 Million	\$6,184.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit

Description	Adopted Amount	Unit	Notes
Site Plan Review - Multi-family, continued			
Multi-Family Class 2 and 3 - \$3 Million to Less Than \$4 Million	\$6,929.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Multi-Family Class 2 and 3 - \$4 Million to Less Than \$4.5 Million	\$7,594.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Multi-Family Class 2 and 3 - \$4.5 Million to Less Than \$5 Million	\$8,622.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Multi-Family Class 2 and 3 - \$5 Million to Less Than \$10 Million	\$9,648.00	Per application	Application fee based on valuation of project. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Multi-Family Class 2 and 3 - \$10 Million and Greater*(\$0.65 per \$1,000 over \$10M)	\$9,648.00	Per application	Base fee for the first \$10M of valuation, \$0.65 for each additional \$1,000 or fraction of valuation. If valuation increases at the time of building permit resulting in the project being in a higher valuation bracket, the remaining fees will be collected with the building permit
Multi-Family Class 2 and 3 - \$10 Million and Greater - Modification	50%	Per application	50% of the current application fee, not to exceed the base fee.
Zoning			
Adjustment - Class 1	\$961.00	Each	Total base cost plus additional \$250 for each Adjustment requested beyond the first.
Adjustment - Class 2	\$1,920.00	Each	Total base cost plus additional \$250 for each Adjustment requested beyond the first.
Conditional Use	\$6,680.00	Each	
Driveway Approach Permit - Class 2	\$664.00	Each	

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Planning Services

Description	Adopted Amount	Unit	Notes
Zoning, Continued			
Fairview Mixed-Use Plan	\$6,671.00	Each	
Fairview Mixed-Use Plan Amendment	\$6,671.00	Each	
Fairview Mixed-Use Refinement Plan	\$6,671.00	Each	
Fairview Mixed-Use Refinement Plan Amendment - Minor	\$1,573.00	Each	
Fairview Mixed-Use Refinement Plan Amendment - Major	\$6,671.00	Each	
Formal Interpretation	\$2,254.00	Each	
Historic Clearance Review - Minor	\$239.00	Each	
Historic Clearance Review - Major	\$358.00	Each	
Historic Resource Adaptive Reuse	\$3,639.00	Each	
Historic Resource Adaptive Reuse Expansion	50%	Per application	50% of the current application fee
Historic Resource Demolition - Except Accessory Structures	\$6,481.00	Each	Includes all types - commercial, public, and residential.
Historic Resource Demolition - Class 1 Accessory Structures All Types	\$459.00	Each	
Historic Resource Demolition - Class 2 Accessory Structures Residential	\$726.00	Each	
Historic Resource Demolition - Class 2 Accessory Structures Commercial or Public	\$1,089.00	Each	
Historic Resource Local Designation		Each	No fee for designation of property.
Historic Resource Local Designation Removal - Class 1	\$815.00	Each	

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Planning Services

Description	Adopted Amount	Unit	Notes
Zoning, Continued			
Historic Resource Local Designation Removal - Class 2	\$3,247.00	Each	
Historic Resource Relocation	\$1,628.00	Each	
Historic Resource Relocation Feasibility Commercial/Public Minor Class 1	\$726.00	Each	
Historic Resource Relocation Feasibility Residential Minor Class 1	\$252.00	Each	
Determination of Historic Resource Relocation Feasibility	\$257.00	Each	
Landscaping Permit	\$657.00	Each	Includes landscape plan review, irrigation plan review, and one inspection.
Land Use Verification Government Agencies-Except Dept. of Education	\$347.00	Each	
Land Use Verification Government Agencies - Dept. of Education	\$204.00	Each	
Land Use Verification All Others	\$347.00	Each	
Measure 49 Claim Review	\$1,567.00	Each	Actual hourly rate will be charged in addition to this base fee.
Minor Comprehensive Plan Map Amendment	\$7,939.00	Each	
Minor Comprehensive Plan Map Amendment with Zone Change	\$12,477.00	Each	
Nonconforming Use Extension, Alteration, Expansion or Substitution	\$3,853.00	Each	

Description	Adopted Amount	Unit	Notes
Zoning, Continued			
Quasi-Judicial Zone Change	\$7,939.00	Each	
Similar Use Determination	\$2,254.00	Each	
South Waterfront Mixed-Use Zone Development Phasing Plan	\$692.00	Each	
Temporary Use Permit - Class 1	\$75.00	Each	
Temporary Use Permit - Class 2 (Managed Temporary Village)	\$252.00	Each	
Temporary Use Permit - Class 2 (All Others)	\$961.00	Each	
Temporary Use Permit - Renewal (Emergency Shelter; Managed Temporary Village)	\$25.00	Each	
Temporary Use Permit - Renewal (All Others)	\$80.00	Each	
Third Party Plan Review for Wireless	\$374.00	Per structure	Actual hourly rate will be charged in addition to this base fee. A separate base fee will be charged for each
Variance	\$5,614.00	Each	Total base cost plus additional \$250 for each variance requested beyond the first
Variance Airport Overlay Zone Height	\$380.00	Each	
Willamette Greenway Development Permit - Class 1	\$961.00	Each	
Willamette Greenway Development Permit - Class 2	\$4,024.00	Each	
Wireless Adjustment	\$2,211.00	Per structure	A separate base fee will be charged for each structure to which the facilities will be attached.
Wireless Siting Permit - Class 1	\$1,074.00	Per structure	A separate base fee will be charged for each structure to which the facilities will be attached.
Wireless Siting Permit - Class 2	\$2,458.00	Per structure	A separate base fee will be charged for each structure to which the facilities will be attached.
Wireless Siting Permit - Class 3	\$5,622.00	Per structure	A separate base fee will be charged for each structure to which the facilities will be attached.
Wireless Temporary Siting Permit	\$571.00	Per structure	A separate base fee will be charged for each structure to which the facilities will be attached.

Community and Urban Development Parking Services

The Parking Services Division of the Community and Urban Development Department administers parking fees for a variety of uses including residential and Capitol parking districts, carpool permits, part-time downtown employee on-street permits, parking meters, and daily or monthly rates at City-owned parking garages. In accordance with Salem Revised Code 102.010(b), the City Council establishes all fees for parking.

Fee Changes for FY 2024

\$2 increases to the Liberty, Chemeketa and Marion parkades daily parking permit

Policy Issues, Exceptions, and Other Special Considerations

None.

The fees in this schedule do not include the rate of parking tax for the Downtown Parking District, pursuant to Salem Revised Code 7.110. This program will continue to be administered by the Community and Urban Development Department.

Description	Adopted Amount	Unit	Notes
Parking Fees - Carpool			
Carpool - Location A	\$75.00	Per month	300 Commercial Street SE.
Carpool - Location B	\$75.00	Per month	400 Trade Street.
Carpool - Location C1	\$75.00	Per month	300 Church Street SE.
Carpool - Location C2	\$75.00	Per month	400 Church Street SE.
Carpool - Location E1	\$75.00	Per month	100 Cottage Street SE.
Carpool - Location E2	\$75.00	Per month	700 Ferry Street SE.
Carpool - Location F	\$75.00	Per month	1200 Center Street NE and 1200 Marion Street NE.
Carpool - Location G	\$75.00	Per month	600 Winter Street NE.
Carpool - Location H1	\$75.00	Per month	500 Capitol Street NE and 900 Marion Street NE.
Carpool - Location H2	\$75.00	Per month	900 Union Street NE and 600 Capitol Street NE.
Carpool - Location H3	\$75.00	Per month	700 and 800 Capitol Street.
Carpool - Location J	\$75.00	Per month	800 Marion Street NE.

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Parking Services

Description	Adopted Amount	Unit	Notes
Parking Fees - Carpool, Continued			
Carpool - Location K	\$75.00	Per month	800 Center Street.
Carpool - Location L1	\$75.00	Per month	400 Cottage Street NE.
Carpool - Location M	\$75.00	Per month	300 Union Street NE.
Carpool - Location N1	\$75.00	Per month	1100 Court Street NE.
Carpool - Location N2	\$75.00	Per month	700 Chemeketa Street NE and 300 Cottage Street NE.
Carpool - Location PM2	\$75.00	Per month	700 Marion Street NE.
Carpool - Location PM3	\$75.00	Per month	700 Center Street NE.
Carpool - Location PM4	\$75.00	Per month	300 Cottage Street NE.
Carpool - Downtown Part-Time	\$20.00	Per month	100 and 200 Church Street SE - East side meters.
Parking Fees - Construction Maintenance			
Construction Maintenance Citywide Specific Location	\$15.00	Per day	
Construction Maintenance Citywide Specific Location	\$75.00	Per week	
Construction Maintenance Citywide Specific Location	\$150.00	Per month	
Construction Maintenance Standard Use Variable Locations	\$150.00	20 open days	
Parking Fees - Parkades			
Pringle Parkade Parking Permit - Daily	\$3.00	Per day	
Pringle Parkade Parking Permit - Full Time	\$59.00	Per month	
Pringle Parkade Parking Permit - Part Time	\$32.00	Per month	
Pringle Parkade Parking Permit - Motorcycle	\$22.00	Per month	
Liberty Square Parking Permit - Daily	\$5.00	Per day	
Liberty Square Parking Permit - Full Time	\$78.00	Per month	
Liberty Square Parking Permit - Part Time	\$44.00	Per month	

Description	Adopted Amount	Unit	Notes
Parking Fees - Parkades, Continued			
Liberty Square Parking Permit - Motorcycle	\$28.00	Per month	
Chemeketa Parkade Parking Permit - Daily	\$5.00	Per day	
Chemeketa Parkade Parking Permit - Uncovered Full Time	\$59.00	Per month	
Chemeketa Parkade Parking Permit - Uncovered Part Time	\$37.00	Per month	
Chemeketa Parkade Parking Permit - Covered Full Time	\$67.00	Per month	
Chemeketa Parkade Parking Permit - Motorcycle	\$25.00	Per month	
Marion Square Parking Permit - Daily	\$5.00	Per day	
Marion Square Parking Permit - Uncovered Full Time	\$42.00	Per month	
Marion Square Parking Permit - Uncovered Part Time	\$29.00	Per month	
Marion Square Parking Permit - Covered Full Time	\$63.00	Per month	
Marion Square Parking Permit - Motorcycle	\$25.00	Per month	
Library Parking Permit - Daily (3 hours free, then \$0.75 per hour)	\$5.00	Per day	
Civic Center Parking Permit - Monthly	\$40.00	Per month	
Civic Center Parking Permit - Motorcycle	\$5.00	Per month	

City of Salem Fee Schedule - FY 2024

Section 3: Community and Urban Development - Parking Services

Description	Adopted Amount	Unit	Notes
Parking Fees - Residential District			
Residential District - First Vehicle	\$15.00	Per year	Citywide.
Residential District - Additional Vehicles	\$12.50	Per year	Citywide.
Residential District - One Day Passes	\$2.50	Per day	Citywide.
Parking Fees - Surface Lot			
Riverfront Lot Parking Permit	\$20.00	Per month	
Union Street Lot Parking Permit	\$20.00	Per month	
Parking Fees - Temporary On-Street			
Temporary On-Street Specific Location	\$15.00	Per day	
Temporary On-Street Specific Location	\$75.00	Per week	
Temporary On-Street Specific Location	\$150.00	Per month	
Parking Fees - Parking Meters			
On-street Parking Meters	\$1.50	Per hour	
Off-street Parking Meters (except Library)	\$1.50	Per hour	
Library Parking Meters	\$0.75	Per hour	
Cash Key	\$24.00	Each	

Community and Urban Development Administration

The Community and Urban Development Department administers fees for a variety of uses including tax exemption applications and enterprise zones.

Fee Changes for FY 2024

None.

Policy Issues, Exceptions, and Other Special Considerations

The fees in this schedule do not include the rate of parking tax for the Downtown Parking District, pursuant to Salem Revised Code 7.110.

Description	Adopted Amount	Unit	Notes
Urban Development - Administration Fees			
Multi Unit Housing Tax Incentive Program Application	\$1,200.00	Per instance	The MUHTIP tax incentive is a tax abatement of up to 10 years for new or converted, non-transient housing units, constructed within the designated boundary, that provide one or more public benefit.
Loan Subordination	\$500.00	Per instance	
Enterprise Zone Application Fee	0.10%	Per instance	Application fee of 0.001 of the investment in qualified property (as described in the application for Enterprise Zone authorization), limited to a maximum of \$50,000.
Community Service Fee	25%	Per instance	Community service fee of 25 percent of the abated taxes, for each year of the abatement period, and payable to the City annually. The payment for each year of abatement will be due by January 31 of the following year and will be based on the certified tax roll. This fee is only applicable to businesses applying for the extended Enterprise Zone benefit of 4-5 years.
Low Income Housing Tax Exemption Application Fee	\$ 50.00	Per instance	The LIHTEP is an annual tax abatement available to non-profits who own and operate low income multi family housing properties and meet program requirements.
Low Income Housing Tax Exemption Inspection Fee	\$ 200.00	Per inspection	The LIHTEP program requires an annual physical inspection by City staff for property condition before granting the exemption.
Parking Fees - Miscellaneous			
Parking Space License - Per Space	\$460.00	Per year	Dining Platform License and Inspection from Public Works Department required for dining platforms. Maximum of 4 spaces per license. All other uses determined per agreement and / or Public Works fees.

Ambulance Transport Services

Pre-Hospital Emergency and Non-Emergency Treatment

Oregon Revised Statute 682.031 authorizes cities to regulate ambulances and emergency medical services providers and stipulates that the regulation does not conflict with other state laws, rules adopted by the Oregon Health Authority, and the county plan for ambulance services and ambulance service areas. Since 2005, the City has contracted with a private ambulance transport provider to meet most of the demand for pre-hospital and non-emergency medical services within Salem. The City Council regulates that rate that may be charged. This regulation applies equally to the Salem Fire Department and any contractors, such as Falck Northwest, the City's contracted ambulance provider.

Fee Changes for FY 2024

For FY 2024 the pre-hospital and non-emergency medical services rates are proposed to increase by 4.14 percent. Pre-hospital and non-emergency medical services annual rate increase is based on the annual change in the CPI-W for Medical Care. This version of the Consumer Price Index is used because it is directly related to medical services; is less volatile than other price indices, especially those related to transportation; and is directly related to cities of Salem's size in this region. The CPI-W rate change for this period is 4.14 percent, after a mid FY 2023 market adjustment.

The increase will enable both the City and Falck Northwest to manage increasing financial pressure from factors such as escalating personnel costs, fuel costs, and the reimbursement policies of Medicare and Medicaid.

Policy Issues, Exceptions, and Other Special Considerations

None.

Description	Adopted Amount	Unit	Notes
Pre-hospital Treatment and / or Transport			
Advanced Life Support 2	\$1,927.00	Per service	Dispatched as Emergency with increased level of Advanced Life Support procedures.
Advanced Life Support 2 Bariatric	\$1,927.00	Per service	Dispatched as Emergency with increased level of Advanced Life Support procedures, transport requires bariatric gurney.
Advanced Life Support Emergency	\$1,927.00	Per service	Dispatched as Emergency with Advanced Life Support procedures.
Advanced Life Support Emergency Bariatric	\$1,927.00	Per service	Dispatched as Emergency with Advanced Life Support procedures, transport requires bariatric gurney.
Advanced Life Support Non Emergency	\$1,927.00	Per service	Dispatched as Non-emergency with Advanced Life Support procedures.
Advanced Life Support Non Emergency Bariatric	\$1,927.00	Per service	Dispatched as Non-emergency with Advanced Life Support procedures, transport required bariatric gurney.
Basic Life Support Emergency	\$1,927.00	Per service	Dispatched as Emergency, no Advanced Life Support procedures.
Basic Life Support Emergency Bariatric	\$1,927.00	Per service	Dispatched as Emergency, no Advanced Life Support procedures, transport requires bariatric gurney.
Basic Life Support Non Emergency	\$1,927.00	Per service	Dispatched as Non-emergency, no Advanced Life Support procedures.
Basic Life Support Non Emergency Bariatric	\$1,927.00	Per service	Dispatched as Non-emergency, no Advanced Life Support procedures, transport requires bariatric gurney.
Advanced Life Support On-Scene Treatment	\$917.00	Per service	Dispatched as Emergency, Advanced Life Support procedures, no transport.
Mileage	\$37.00	Per mile	Charge per mile for the transport distance traveled rounded to the nearest tenth of a mile, beginning from the point of patient pickup to the point of patient's delivery destination.
Extra Attendant	\$93.00	Per service	When a patient's condition warrants the presence of additional medic personnel to assist crew during transport.
Wait Time	\$300.00	Per hour	Waiting time for a patient at a medical facility; charged in half-hour increments after the first half-hour.

Fire and Life Safety Administrative / General

Among other safety, prevention, and education responsibilities, the Fire and Life Safety Division of the Salem Fire Department reviews all new commercial and multi-family residential (tri-plex and larger) construction plans for compliance as part of the City's building permit process. This includes review for specialty safety systems and final occupancy inspection for fire and life safety code compliance. This fee is assessed as a percent of building fees.

The Fire Department issues annual fire safety permits to businesses containing extra hazardous uses as required by the Uniform Fire Code. The department also collects fees for various use permits (e.g., firework and pyrotechnic displays and special events) and various license fees of facilities required to have Fire Department approval (e.g., day care and residential care facilities).

Administrative fees include public records requests and false alarm fees.

Fee Changes for FY 2024

None.

Policy Issues, Exceptions, and Other Special Considerations

None.

City of Salem Fee Schedule - FY 2024

Section 4: Fire Department

Description	Adopted Amount	Unit	Notes
Building Permits			
Fire Life Safety Review on State Allowed Plans	40%	Each	40% of the building permit fee (\$67.25 minimum)
Fire Dept. Plan Review - Expedited	\$150.00	Per hour	After hours; two hour minimum.
Additional Plans Review - Fire	\$67.25	Per hour	As required by changes, additions, or revisions to approved plans. 30-minute minimum charge.
Fire Safety Inspection			
Special Activity Permit - Special Use	\$112.50	Each	For sale of fireworks; display of fireworks; pyrotechnics special effects; use of explosive and blasting agents; temporary mall use; and tents, canopies, and air-supported structures.
Special Activity Permit - Event Trade Show / Exhibit	\$87.50	Each	
Licensed Facility Inspection Fee	\$75.00	Each	
Environmental Research Fee	\$35.00	Each	
Hazardous Use Permit	\$87.50	Each	When two or more OFC 105.6 permits are issued simultaneously for a single occupancy as defined in OFC 202 and it's adjacent area, the fee for additional permit for a material or process shall be \$50.00.
Below Ground Storage Tank Removal Permit	\$137.50	Each	An additional \$50 for each required re-inspection after the first.
Above Ground Storage Tank Removal Permit	\$62.50	Each	An additional \$50 for each required re-inspection after the third required inspection.
SRC Chapter 58 Authorized Fees	\$75.00	Each	Any fees except those fees identified in this fee schedule.
SRC Chapter 58 Authorized Fees - Processing Fee	\$12.50	Each	Processing fees are applied on all permits except those fees identified in this fee schedule.
Liquefied Petroleum Gas Container Permit Fee (OFC 6101)	\$15.00	Per container	For any container with a water capacity of 1,000 gallons or less.
Liquefied Petroleum Gas Container Permit Fee (OFC 6101)	\$25.00	Per container	For any container with a water capacity of more than 1,000 gallons.
Liquefied Petroleum Gas Container Permit Fee (OFC 6101)	\$15.00	Per container	For any combination of interconnected containers with an aggregate water capacity of 200 gallons or less. For any combination of interconnected containers with an aggregate water capacity in excess of 200 gallons, each container shall require a separate permit.

Description	Adopted Amount	Unit	Notes
Fire Safety Inspection, Continued			
Re-inspection related to Fire Prevention Code Violations	\$50.00	Per hour	One-half hour minimum charge.
Public Records			
Fire Report Request	\$15.00	Each	Reports and records where specific date and address or case number is given. Includes any staff research and retrieval time.
9-1-1 Digital Audio Records	\$30.00	Per audio recording	Includes staff research and retrieval time of up to 30 minutes, over 30 minutes will be charged per Staff Research standards identified in Section 5 of this schedule. \$30 non-refundable search fee included
False Alarm Fee			
False Alarm Fee - First Occurrence		Per occurrence	No fee. During the same calendar year.
False Alarm Fee - Second Occurrence	\$50.00	Per occurrence	During the same calendar year.
False Alarm Fee - Third Occurrence	\$100.00	Per occurrence	During the same calendar year.
False Alarm Fee - Fourth Occurrence	\$150.00	Per occurrence	During the same calendar year.
False Alarm Fee - Fifth Occurrence	\$200.00	Per occurrence	During the same calendar year.
False Alarm Fee - Sixth Occurrence	\$250.00	Per occurrence	During the same calendar year.

Description	Adopted Amount	Unit	Notes
Fire - Other			
Suppression of Unlawful Fire Fee, Protection Outside City, and Response to Discharge of Hazardous Waste or Pollutant	\$25.00	Per hour / person	The fee for suppression of an unlawful fire (SRC 58.445), protection outside City (SRC 58.460, ORS 476.280 and 476.290), response to discharge of hazardous material or pollutant (SRC 73.165), or response to a call for assistance arising from an incident involving an occurrence on a transportation route (ORS 478.310) shall be \$25 per hour per person responding to and performing service at the scene of the incident, plus the rates set by the Oregon State Fire Marshal, current Fire Service Mobilization Plan for any and all apparatus responding to incident. These rates will be prorated to the nearest minute with a minimum charge of one-half hour, except that there shall be no charge for a response to a call for assistance arising from an incident involving an occurrence on a transportation route (ORS 478.310) unless the time responding to and performing service at the scene of the incident is at least one-half hour.
Fire - Other, Continued			
Appeal of Enforcement Order	\$270.00	Per appeal	
Appeal of Civil Penalty	\$270.00	Per appeal	

Administrative / General

Unless otherwise specified within an individual department's fee schedule information, the administrative fees of the Legal Department for access to public records through a variety of media are applicable Citywide.

Fee Changes Proposed for FY 2024

Staff Research fees adjusted based on personnel cost increases

Policy Issues, Exceptions, and Other Special Considerations

None.

Description	Adopted Amount	Unit	Notes
Public Records			
Public Record Request Surcharge	\$3.00	Each	The surcharge is to cover the costs of the Public Record Request System. The surcharge does not apply when a fee waiver is approved.
Photocopy Charges 8 1/2 x 11, 8 1/2 x 14, 11 x 17 B&W	\$0.35	Each	
Photocopy Charges 8 1/2 x 11, 1 1/2 x 14, 11 x 17 Color	\$1.00	Each	
Photocopy Charges Oversized B&W	\$0.50	Each	
Photocopy Charges Oversized Color	\$1.50	Each	
Certified Copies	\$5.00	Each	
Photographs Prints	\$1.00	Each	
Photographs on CD or Other Media	\$20.00	Each	
Copies from Microfilm B&W	\$0.35	Each	
Copies from Microfilm Color	\$1.00	Each	
Copies from Microfilm Converted to Other Media		Each	Actual cost charged by outside vendor.
CD, DVD, or other media	\$10.00	Each	
Salem Zone Code - New Subscription	\$15.00	Each	
Salem Zone Code - Updates	\$7.50	Each	
Postage		Per transaction	Actual cost of postage.
Maps		Each	Charge based on size of map
Discovery Records			
Audio /Video files - Discovery	\$30.00	Each	
CD/DVD or other media - Discovery	\$20.00	Each	Additional charge if requested discovery be placed on CD/DVD or other media
PreTrial Discovery	\$25.00	Each	For the first 50 pages, additional pages will be charged at \$.35.

Staff Research

	Adopted Amount	
Level 1 - Staff Assistant	\$52.50 Per hour	Standard rate levels have been developed based on the average salary and fringe benefits of various employee classifications generally fulfilling public record requests. Multiple rates may be used depending on the complexity and scope of the request. Charged in 15-minute increments with a 15-minute minimum.
Level 2 - Administrative Analyst	\$61.50 Per hour	
Level 3 - Supervisor	\$79.30 Per hour	
Level 4 - Program Manager	\$87.40 Per hour	
Level 5 - Manager	\$107.90 Per hour	
Level 6 - Director	\$193.50 Per hour	
Legal Review	\$125.50 Per hour	
Information Technology Review	\$96.40 Per hour	

Administrative / General

Towing

Administrative fees for the Police Department reflect the costs for provision of incident reports and name or address searches.

The towing fee covers the administrative costs to the City for tows authorized by Oregon Revised Statutes and Salem Revised Code. The fee is only collected on those vehicles that are subsequently claimed at the Police Department by the vehicle owner. The claimant is required to pay this fee, and in the case of "no insurance" tows, the individual must also provide proof of liability insurance coverage before the vehicle is released. The owner must also pay charges for the towing and storage imposed by the tow company when claiming the vehicle.

Fee Changes for FY 2024

None.

Policy Issues, Exceptions, and Other Special Considerations

None.

Description	Adopted Amount	Unit	Notes
Tow Fees			
Tow fee	\$150.00	Per tow	
Police Records			
Offense / Incident Report	\$20.00	Per report	Includes staff research and retrieval time of up to 30 minutes, over 30 minutes will be charged per Staff Research standards identified in Section 5 of this schedule. \$20 non-refundable search fee included. Fee will be waived for crime victims requesting the first copy of a report.
Name or Address Search	\$15.00	Per search	Fee is per name or address requested and Includes staff research and preparation time of up to 15 minutes, over 15 minutes will be charged per Staff Research standards identified in Section 5 of this schedule. \$15 non-refundable search fee included.
Face Sheet of Traffic Crash Report or Accident Dispatch Report	\$20.00	Per report	No charge for involved parties of the accident
Police Other			
Visa Letter	\$15.00	Per letter	
Record Check Letter	\$15.00	Per letter	
Appeal of Exclusion Notice	\$270.00	Per appeal	
Requests for records / data not otherwise defined		Staff time	Actual cost of staff time to research, retrieve, and review records for possible exemptions and redactions. Charged per Staff Research standards identified in Section 5 of this schedule.

Development Services

Planning and Development Services in the Public Works Department coordinates review of development applications to ensure adequacy of public infrastructure and verifies compliance with applicable regulations. The section reviews plans for compliance with land use applications, public facilities standards, and development requirements. Fees in the schedule consist of plan review and permit fees to support these activities.

Fee Changes for FY 2024

Fees in this section are adjusted annually by the Consumer Price Index for All Urban Consumer, West Region (All Items) with the December to December change with a rate of 6.25 percent or the Engineering News Record December to December change with a rate of 7.19 percent. Increases are rounded up to the nearest whole dollar. Where no adjustment is recommended, the current fee is anticipated to be sufficient to cover the cost of the service provided.

Some of the new fees that have been added include:

- Expedited Plan Review
- Fire Hydrant Water Sales Fee
- Fire Hydrant Installation
- Water Service Abandonment

Policy Issues, Exceptions, and Other Special Considerations

General policies for Salem Public Works permit charges and service fees appear on pages 53-55 of this document.

An Automation Surcharge will be charged on all transactions at a rate of \$2.50 for any billing less than \$50.00 and \$5.00 per billing over \$50.00.

Salem Public Works Permit Charges and Service Fees

General Policy

Effective July 1, 2023

- A. The proposed fees and charges set out in this Fee Schedule are effective July 1, 2023 and apply to plans and applications submitted or services received on or after July 1, 2023. System Development Charges are updated annually based on the Salem Revised Code.
- B. Fees and charges must be paid at the time required by the Salem Revised Code for the particular fee. If no time is specified, then the fee must be paid in full prior to the time the City commences work on the application. Minimum fees are due at the time of permit issuance with full cost due upon completion.
- C. All fees and charges set out in this fee schedule are the responsibility of the applicant named on the permit or service form, regardless of ownership of the property involved.
- D. All fees and charges set out in the fee schedule expire as specified in Salem Revised Code. Any fees and charges eligible for extension are subject to an extension fee equal to 25 percent of the original permit or service fee.
- E. The amount of the fees and charges set out in this fee schedule are intended to recover the full costs of administration and inspection of the permitted activity or the service provided. Inspection fees include one inspection, one re-inspection if needed, and a final inspection.
- F. Where; (1) job site conditions or other requirements cause the City's costs to increase by more than 10 percent from the established fee; (2) additional inspections are required beyond those covered by the fee; or (3) the applicant requests a service or inspection not covered by the fee or charge, the City of Salem will base the fee on a determination of the amount of time and materials needed to perform the service or inspection.
- G. If work commences prior to issuance of required permits, an additional fee may be required due to increased costs. The additional fee shall be based on Administrative Rule 109-100 and shall not be more than the original permit fee.

Salem Public Works Permit Charges and Service Fees**General Policy**

Effective July 1, 2023

- H. A single Site Development Fee, which includes Site Development Permit Fees, Site Development Plan Review Fees, and Single Family Development Fees, is intended to simplify the calculation and collection of applicable fees shown in this fee schedule. Fees noted with an asterisk (*) or plus sign (+) in this fee schedule are not collected individually, but instead are collected through one Site Development Fee, except as follows:
1. In addition to the Site Development Fee, permit and service fees are collected when the development application will be reviewed or the site development approval is issued as follows: (1) plans for multiple buildings on one site are submitted at separate times; (2) plans are submitted or permits are issued separately for foundation, site work, shell, and tenant improvements; or (3) plans are submitted or permits are issued separately for wastewater, water, stormwater, erosion control, street improvements, or additional lane closures.
 2. Site Development Fees for building infrastructure projects include the costs for one combined domestic / irrigation meter and one fire service tap to serve each property.
 - a. If more than one combined domestic / irrigation meter and fire service tap are necessary to serve each property, additional fees are required to recover the difference in cost.
 - b. If the water tap and meter service fees exceed the Site Development Permit Fee by 10 percent, then additional fees will be required to recover the difference in costs.
 3. Site Development Fees for subdivisions include all costs for the developer to provide public infrastructure to serve the subdivision, along with inspection and testing of all water, wastewater, and stormwater connections to individual lots. In some cases, existing water or wastewater mains are used to serve individual lots within the subdivision, which requires water meters or wastewater taps to be installed by Public Works staff at an additional fee.
- I. Franchise Utilities are those companies that have a signed agreement with the City of Salem per Salem Revised Code Chapter 35. Franchise permits simplify and combine excavation / fill, erosion control, encroachment, lane closure, and street opening permits to better accommodate the nature of franchise maintenance and construction work. Franchise permits are defined as follows:
1. Franchise maintenance permit: One combined permit approval for a franchise utility project in the existing or future platted right-of-way that includes up to 100 linear feet of boring or excavation parallel to the right-of-way and no more than one Type A lane closure.
 2. Franchise construction permit: One combined permit approval for a franchise utility project in the existing or future platted right-of-way that does not meet the definition of a franchise maintenance permit, limited to one Type A or Type B lane closure.
- J. Habitat Enhancement fees simplify and combine excavation/fill, erosion control, and floodplain development permits. Normal permit fees apply, except the total fee shall not exceed 10 percent of the project costs.

Salem Public Works Permit Charges and Service Fees

General Policy

Effective July 1, 2023

- K. The City of Salem will give refunds or fee reductions only in the following situations:
1. Applicants may be eligible for a refund of a pro-rata portion of the fees or charges, excluding the automation surcharge, upon request by the applicant if the permit or service order is canceled. The refund amount will be inversely proportional to the work performed by City staff at the time of cancellation.
 2. Applicants undertaking development that is located in an Enterprise Zone that qualifies for Enterprise Zone benefits will receive a 10 percent reduction on applicable permit fees.
 3. Fees and charges may be reduced or refunded upon recommendation of the Public Works Director and approval by the City Manager in unusual situations when the fee does not reasonably represent City expenses, where the cost of collecting the fee exceeds the amount of the fee itself, or when an error by City staff causes undue hardship on the applicant.
- L. Expedited services are performed outside the normal timeframes established and are available only as time and staff resources allow.
- M. Plan review and plat review fees are established to cover staff costs for projects that make continual progress from initial application to permit and / or final plat issuance. When projects are delayed over 180 days or when subsequent revisions are not progressing toward completion, City staff may review total City costs for a project and, if City expenses exceed fees collected for the service, require a payment of additional fees prior to continuing review services.

Description	Adopted Amount	Unit	Notes
Development Plan Review Fees - Single Family			
New Construction (excludes mobile home in park)	\$107.00	Per unit	
ADU, Addition, Alteration or New Mobile Home in Park	\$54.00	Per site	
Grading, Erosion Control, and / or Excavation Fill	\$107.00	Per site	
Development Plan Review Fees - Commercial, Industrial, Multi-Family			
Site Development Plan Review - Inside City Limits	\$447.00	Per each 0.1 acre of proposed development	
Site Development Plan Review - Grading, Erosion Control, and / or Excavation Fill	\$149.00	* Per each 0.1 acre of proposed development	Minimum, plus \$29.00 per 0.1 acre thereafter.
Development Plan Review Fees - Subdivision Infrastructure			
Site Development Plan Review - Inside City Limits	\$327.00	Per each 0.1 acre of proposed development	
Site Development Plan Review - Grading, Erosion Control, and / or Excavation Fill	\$149.00	* Per each 0.1 acre of proposed development	Minimum, plus \$29.00 per 0.1 acre thereafter.
Development Plan Review Fees - Public Facilities Construction			
Site Development Plan Review - Alley Paving	\$491.00	* Per service	
Site Development Plan Review - Public Facility, Except Major Facilities per SRC 200.005	\$719.00	* Per review	Minimum, or 1% of engineer's estimated cost.
Site Development Plan Review - Major Facilities per SRC 200.005		Per review	Estimate will be made on application. Full cost will be charged.

Description	Adopted Amount	Unit	Notes
Development Plan Review Fees - Plat Check / Master Plan			
Condominium	\$976.00	Per check	Minimum per floor plus \$92.00 per unit. Full cost charged.
Lot Line Adjustment	\$594.00	Per check	Minimum per site. Full cost charged.
Partitioning and Validation of Unit of Land	\$2,103.00	Per check	Minimum per site. Full cost charged.
Post Monumentation Subdivision	\$1,059.00 *	Per check	Minimum per site plus \$68.00 per lot. Full cost charged.
Standard Subdivision and Replat	\$976.00 *	Per check	Minimum per site plus \$48.00 per lot. Full cost charged.
Additional Field Survey	\$192.00	Per hour	One hour minimum.
Development Plan Review Fees - Additional / Miscellaneous Review Fees			
Traffic Impact / TPR Analysis (Comp Plan Change or Zone Change)	\$884.00	Each	
Traffic Impact Analysis (Site Plan Review or Subdivision)	\$884.00 *	Each	
Other Additional / Miscellaneous Plan Review	\$54.00	Per half hour	Minimum half hour, and fee will be charged in half hour increments.
Expedited Plan Review	\$108.00	Per hour	Two hour minimum.
Request for Installment Payments - Inside City Limits (SDC)	\$103.00	Per agreement	
Request for Installment Payments - Outside City Limits (SDC)	\$159.00	Per agreement	
Elevation Certificate Review	\$107.00	Per building	
Development Permit and Service Fees - All Services			
Site Not Ready	\$151.00	Per occurrence	
Development Permit and Service Fees - Site Development Fees			
Subdivision Infrastructure (Inside City Limits)	\$627.00	Per each 0.1 acre of proposed development	
Commercial, Industrial, Multi-Family (Inside City Limits)	\$945.00	Per each 0.1 acre of proposed development	Commercial site development fees are collected in lieu of fees marked with an asterisks (*) symbol.
Single Family (Inside City Limits)	\$718.00	Per site	Single Family site development fees are collected in lieu of fees marked with a plus (+) symbol.

Description	Adopted Amount	Unit	Notes
Development Permit and Service Fees - Public Facilities Construction			
Alley Paving	\$471.00	* Per permit	Minimum, or 5% of engineer's estimated construction cost.
Stormwater Facility	\$1,562.00	* Per permit	Minimum, or 4% of cost estimate to \$150,000, 3% for \$150,001 to \$500,000, 2% over \$500,000.
Streets	\$1,562.00	* Per permit	Minimum, or 4% of cost estimate to \$150,000, 3% for \$150,001 to \$500,000, 2% over \$500,000.
Traffic Signal	\$1,562.00	Per permit	Minimum, or 4% of cost estimate to \$150,000, 3% for \$150,001 to \$500,000, 2% over \$500,000.
Wastewater Facility	\$1,562.00	* Per permit	Minimum, or 4% of cost estimate to \$150,000, 3% for \$150,001 to \$500,000, 2% over \$500,000.
Water Facility	\$1,562.00	* Per permit	Minimum, or 4% of cost estimate to \$150,000, 3% for \$150,001 to \$500,000, 2% over \$500,000.
Major Facilities per SRC 200.005		Per permit	Estimate will be made on application and full cost will be charged.
Development Permit and Service Fees - Stormwater Service			
Service Connection	\$54.00	+/* Per service	
Repair		Per service	No fee.
Treatment or Flow Control Facility	\$307.00	* Per basin	
Disconnect / Cap	\$107.00	* Per service	
Mainline Tap	\$375.00	* Per tap	
Manhole or Catch Basin Tap	\$869.00	* Per tap	
TV Inspection Service	\$548.00	* Per inspection	Minimum, or \$1.59 per linear foot, whichever is greater.
TV Inspection Service - Additional	\$279.00	Per inspection	Minimum, or \$1.59 per linear foot, whichever is greater.
Stormwater Flow Control Fee in Lieu	\$3.00	Per sqft of impervious area	Maximum, or based on 100% of the average cost of constructing an equivalent stormwater facility pursuant to an approved engineers estimate.
Stormwater Treatment Fee in Lieu	\$1.00	Per sqft of impervious area	Maximum, or based on 100% of the average cost of constructing an equivalent stormwater facility pursuant to an approved engineers estimate.

Description	Adopted Amount	Unit	Notes
Development Permit and Service Fees - Wastewater Service			
Service Connection - Inside City Limits	\$54.00	* Per connection	
Service Connection - Outside City Limits - in Right-of-Way	\$107.00	* Per connection	
Service Connection - Outside City Limits - Private Property	\$54.00	* Per connection	
Repair - Residential		Per service	No fee.
Repair - Commercial	\$54.00	* Per service	
Disconnect / Cap - Permanent	\$1,668.00	Per service	
Disconnect / Cap - Other	\$107.00	Per service	City approval required.
Mainline Tap	\$375.00	* Per tap	
Manhole Tap	\$809.00	* Per tap	
TV Inspection Service	\$548.00	* Per inspection	Minimum, or \$1.59 per linear foot, whichever is greater.
TV Inspection Service - Additional	\$279.00	Per inspection	Minimum, or \$1.59 per linear foot, whichever is greater.
Development Permit and Service Fees - Water Services			
Meter Installation Only - 3/4-inch	\$408.00	+/* Per service	Developer built water mains only.
Meter Installation Only - 1-inch	\$408.00	+/* Per service	Developer built water mains only.
Meter Installation Only - 1.5-inch	\$1,382.00	* Per service	
Meter Installation Only - 2-inch	\$1,738.00	* Per service	
Meter Installation Only - 3-inch	\$7,000.00	* Per service	
Meter Installation Only - 4-inch	\$7,944.00	* Per service	
Meter Installation Only - 6-inch	\$11,043.00	* Per service	
Meter Installation Only - 8-inch		Per service	Estimate will be made on application. Full cost will be charged.
Meter Installation Only - 10-inch		Per service	Estimate will be made on application. Full cost will be charged.

Description	Adopted Amount	Unit	Notes
Development Permit and Service Fees - Water Services, Continued			
Water Service Abandonment	\$1,230.00	Per service	Minimum, service fee includes abandonment for water services 2-inches or smaller that are not being replaced. Estimate required for larger services.
Service Crossing with Meter Installation - 3/4-inch	\$2,675.00	* Per service	Minimum, service fee includes local or collector street crossings only.
Service Crossing with Meter Installation - 1-inch	\$2,675.00	* Per service	Minimum, service fee includes local or collector street crossings only.
Service Crossing with Meter Installation - 1.5-inch	\$5,788.00	* Per service	Minimum, service fee includes local or collector street crossings only.
Service Crossing with Meter Installation - 2-inch	\$6,770.00	* Per service	Minimum, service fee includes local or collector street crossings only.
Service Crossing with Meter Installation - Up to 2-inch		* Per service	Estimate will be made on application. Full cost will be charged. Service for arterial street crossings only.
Tapping Service for 4-inch Mains	\$1,635.00	* Per service	Minimum, full cost charged.
Tapping Service for 6-inch Mains	\$1,944.00	* Per service	Minimum, full cost charged.
Tapping Service for 8-inch Mains	\$2,291.00	* Per service	Minimum, full cost charged.
Tapping Service for 10-inch Mains	\$3,058.00	* Per service	Minimum, full cost charged.
Tapping Service for 12-inch Mains	\$3,335.00	* Per service	Minimum, full cost charged.
Service Crossing Only - Up to 1-inch	\$2,319.00	* Per service	Minimum, service fee includes local or collector street crossings only.
Tapping Service Tap Over 12-inch and All CC Taps		Per service	Estimate will be made on application. Full cost will be charged.
Fire Hydrant Installation	\$5,800.00	Per service	Minimum, service fee includes near-side installations only that do not involve street crossings.
Fire Flow Test and Report	\$238.00	Per test	
Fire Hydrant Water Meter Service	\$141.00	Per set / pull / location	Plus water used will be charged at current rates.
Fire Hydrant Water Sales Fee		Per hydrant meter set	Based on the current commercial water utility rate adopted January 1 of each year with a minimum base rate of 32 ccf.
Chlorination of Water Mains 4-inch, 6-inch, 8-inch	\$925.00	* First 100 feet	First 100 feet, plus \$.69 for each additional foot. Includes set up and chlorination charge.
Chlorination of Water Mains Larger than 8-inches		* Per service	Estimate will be made on application. Full cost will be charged.

Description	Adopted Amount	Unit	Notes
Development Permit and Service Fees - Water Services, Continued			
Chlorination of Water Mains - Additional			Estimate will be made on application. Full cost will be charged.
Lab Analysis of Water Samples	\$37.00	* Per sample	Minimum (two) samples per connection.
Development Permit and Service Fees - Site Preparation			
Commercial - Community Determination Letter	\$107.00	* Per project	
Floodplain Development Permit (Ground Disturbing Activity)	\$107.00	Per project	
Floodplain Development Permit (Non-Ground Disturbing Activity)		Per project	No fee.
Floodplain Development Permit (Underground Utility Installation)		Per project	No fee.
Floodplain Development Variance	\$3,253.00	Each	
Letter of Map Change Community Acknowledgement: (FEMA MT-EZ Form)	\$107.00	Each	
Letter of Map Change Community Acknowledgement: (FEMA MT-1 Form)	\$446.00	Each	
Letter of Map Change Community Acknowledgement: (FEMA MT-2 Form)	\$446.00	Each	Minimum, full cost charged.
Letter of Map Change Community Acknowledgement: (Habitat Enhancement)		Each	Varies, see General Policy (J).
Commercial - Erosion Control	\$317.00	Per site	
Commercial - Grading and / or Excavation Fill (100 cubic yards or less)	\$107.00	* Per site	
Commercial - Grading and / or Excavation Fill (101 to 1,000 cubic yards)	\$273.00	* Per site	
Commercial - Grading and / or Excavation Fill (1,001 to 10,000 cubic yards)	\$558.00	* Per site	
Commercial - Grading and / or Excavation Fill (10,001 to 100,000 cubic yards)	\$1,261.00	* Per site	
Commercial - Grading and / or Excavation Fill (Over 100,000 cubic yards)	\$1,858.00	* Per site	
Commercial - Habitat Enhancement		Per site	Varies, see General Policy (J).
Commercial - Landslide Hazard Permit		Per permit	No fee.

Description	Adopted Amount	Unit	Notes
Development Permit and Service Fees - Site Preparation			
Single Family / Duplex - Grading, Erosion Control and / or Excavation Fill	\$107.00	+ Per site	
Single Family / Duplex - Large Home Garden / Landscaping	\$54.00	Per site	
Transportation Permit and Service Fees - Driveway / Sidewalk Permits			
Class 1 Driveway Access Permit		Per site	No fee.
Driveway / Sidewalk Variance	\$354.00	Per site	
Driveway Closure (Residential)	\$107.00	Per site	
Driveway Repair		Per repair	No fee.
New / Replace Driveway or Closure (Commercial)	\$107.00	* Per access	
New / Replace Sidewalk (Commercial) - First 100 Feet	\$107.00	* Per first 100 feet	For first 100 feet, each additional foot is \$.89.
New / Replace Sidewalk, Driveway, or Both (Residential)	\$107.00	+ Per site	
Sidewalk Repair		Per repair	No fee. Repairing an existing sidewalk due to naturally caused damages such as tree roots or usual wear and tear.
Transportation Permit and Service Fees - Street / Right-of-Way Permits			
Art Wrap Permit	\$94.00	Per utility box	
Awning Over Public Sidewalk	\$53.00	Per awning	
Dining Platform License and Inspection	\$50.00	Per year	Non-refundable. Valid for 365 days.
Street Opening - Collector / Arterial Streets	\$347.00	* Per street cut	Available only to Contractor bonded with the City.
Street Opening - Local Streets	\$232.00	* Per street cut	Available only to Contractor bonded with the City.
Traffic Lane Closures / Working in Right-of-Way - 1 Lane Arterial / Collector - Type B Permit Processing/Application Fee	\$445.00	Per closure	Non-refundable. Valid for 30 closure days within a 30-day period. Requires Traffic Engineering approval / inspector managed traffic control.
Traffic Lane Closures / Working in Right-of-Way - 1 Lane Arterial / Collector - Type B Permit Processing/Application Fee	\$223.00	Per closure	Non-refundable. Valid for 10 closure days within a 30-day period.
Traffic Lane Closures / Working in Right-of-Way - 2+ Lanes Arterial / Collector Lane - Type B Permit Processing/Application Fee	\$593.00	Per closure	Non-refundable. Valid for 30 closure days within a 30-day period. Requires Traffic Engineering approval / inspector managed traffic control.
Traffic Lane Closures / Working in Right-of-Way - 2+ Lanes Arterial / Collector Lane - Type B Permit Processing/Application Fee	\$298.00	Per closure	Non-refundable. Valid for 10 closure days within a 30-day period.

Description	Adopted Amount	Unit	Notes
Transportation Permit and Service Fees - Street / Right-of-Way Permits, continued			
Traffic Lane Closures / Working in Right-of-Way - Arterial / Collector Maintaining All Travel Lanes - Type A Permit Processing/Application Fee	\$107.00 *	Per closure	Non-refundable. Valid for 30 days.
Traffic Lane Closures / Working in Right-of-Way - Local Street, ROW, Lane or Alley - Type A Permit Processing/Application Fee	\$107.00 *	Per closure	Non-refundable. Valid for 30 days.
Traffic Lane Closures / Working in Right-of-Way - Sidewalk or Driveway Repair on a Local Street - Type A		Per closure	No fee. Valid for first 30 days. Work beyond 30 days requires Type A Sidewalk or Driveway/ Closure fee.
Traffic Lane Closures / Working in Right-of-Way - New or Replaced Sidewalk or Driveway / Closure - Type A Permit Processing/Application Fee	\$54.00 *	Per closure	Non-refundable. Valid for 30 days.
Expedited Traffic Lane Closures / Working in the Right-of-Way - 1 Lane Arterial / Collector - Type B Permit Processing/Application Fee	\$445.00	Per closure	Non-refundable. Valid for 10 closure days within a 30-day period.
Expedited Traffic Lane Closures / Working in the Right-of-Way - 2+ Lanes Arterial / Collector Lane - Type B Permit Processing/Application Fee	\$593.00	Per closure	Non-refundable. Valid for 10 closure days within a 30-day period.
Expedited Traffic Lane Closures / Working in the Right-of-Way - Arterial / Collector Maintaining All Travel Lanes - Type A Permit Processing/Application Fee	\$211.00	Per closure	Non-refundable. Valid for 30 days.
Expedited Traffic Lane Closures / Working in the Right-of-Way - Local Street, ROW, Lane or Alley - Type A Permit Processing/Application Fee	\$211.00	Per closure	Non-refundable. Valid for 30 days.
Expedited Traffic Lane Closures / Working in the Right-of-Way - Sidewalk - Repair - Type A Permit Processing/Application Fee	\$54.00	Per closure	Non-refundable. Valid for 30 days.
Expedited Traffic Lane Closures / Working in the Right-of-Way - Sidewalk - Replacement - Type A Permit Processing/Application Fee	\$107.00	Per closure	Non-refundable. Valid for 30 days.
House Move Plan Review	\$87.00	Each	
House Move Support - Class I	\$95.00	Per application	Minimum, full cost charged.
House Move Support - Class II and III	\$284.00	Per application	Minimum, full cost charged.
Petition for Street Naming	\$2,060.00	Per petition	Minimum, full cost charged.
Right-of-Way Sidewalk Sign Permit	\$50.00	Per sign	
Sign Review - Ground Mounted Signs	\$146.00	Per sign	
Sign Review - Street Directional Signs	\$60.00	Per sign	
Street Sign Annual Maintenance	\$61.00	Per sign per year	
Street Directional Signs Manufacture and Placement	\$254.00	Per sign	Minimum, full cost charged.

Description	Adopted Amount	Unit	Notes
Transportation Permit and Service Fees - Street / Right-of-Way Permits, continued			
Amendment to Transportation System Plan	\$6,188.00	Per amendment	
Attachment to City-Owned Streetlight Poles - Annual Fee - Franchise Installed Pole	\$250.00	Per pole per year	
Attachment to City-Owned Streetlight Poles - Application	\$100.00	Per filing	
Attachment to City-Owned Streetlight Poles - Annual Fee - Franchise Using Existing Pole	\$100.00	Per pole per year	
Encroachment Permit - Single Family / Duplex Residential	\$94.00	Per permit	Permanent, fixed, or temporary.
Encroachment Permit - Permanent / Fixed Structure - Appendages, Projections, and Roof Overhangs Above the Third Floor	10%	Percent	10% of the main floor level fee, but in no case less than \$134 (total fees for fixed encroachments shall not exceed \$1,361).
Encroachment Permit - Permanent / Fixed Structure - Appendages, Projections, and Roof Overhangs Between the Second and Third Floor	20%	Percent	20% of the main floor level fee, but in no case less than \$134 (total fees for fixed encroachments shall not exceed \$1,361).
Encroachment Permit - Permanent / Fixed Structure - Footing Below Grade, Basements, and Vaults	20%	Percent	20% of the main floor level fee, but in no case less than \$134 (total fees for fixed encroachments shall not exceed \$1,361).
Encroachment Permit - Permanent / Fixed Structure - Non-Single Family Residential Property	8%	Percent	8% of the street ROW value occupied at the main floor level, but not less than \$134 (total fees for fixed encroachments shall not exceed \$1,361).
Encroachment Permit - Temporary / Non-Fixed Structure - Non-Single Family Residential Property	8%	Percent	8% of the street ROW value occupied at the main floor level, but not less than \$134.
Encroachment Permit - Groundwater Monitoring	\$238.00	Per permit	
Installation of New Streetlight Pole	\$1,000.00	Per pole	Credit from City; requires annual attachment fee.
Petition for Vacation of Public Property	\$4,790.00	Per petition	Minimum, full cost charged.
Replacement Streetlight Pole (if 10 years or more to end of pole life)	\$1,000.00	Per pole	Credit from City; requires annual attachment fee.
Replacement Streetlight Pole (if less than 10 years to end of pole life)		Per pole	No fee.
Right-of-Way Encroachment Filing - Permanent or Temporary	\$408.00	Per filing	May include need for Parking Space License Fee found in Community and Urban Development Administrative Fees section.

Description	Adopted Amount	Unit	Notes
Other Development Permit and Service Fees - Franchise Utility Fees			
Franchise Utilities Construction Review	\$107.00	Per service	
Franchise Utility Maintenance Permit	\$148.00	Per project	See General Policy (I).
Franchise Utility City Capital Improvement Project Permit		Per project	No fee. See General Policy (I).
Franchise Utility Construction Permit	\$548.00	Per project	Minimum per project, see General Policy (I).
Franchise Utility Annual Type A Closures Permit	\$3,492.00	Per year	
Miscellaneous Permits and Fees			
Additional Inspection Fee	\$107.00	Per inspection	Any inspection above minimum, regardless of permit type.
Development District Agreement	\$5,764.00	Per agreement	
Deferred Submittal Application	\$150.00	Per project	
Expedited Inspection Surcharge	\$106.00	Per inspection	See General Policy (L).
Other Agreement or Amendment	\$351.00	Each	Minimum, or 1% of construction cost being reimbursed.
Reimbursement District Agreement	\$1,556.00	Per agreement	
Residential - Landslide Hazard Permit		Per permit	No fee.
Temporary Facilities Expansion		Per application	Estimate will be made on application. Full cost will be charged.
Youth Environmental Education Program (YEEP) - Outdoor School	\$25.00	Per hour	
Youth Environmental Education Program (YEEP) - Class Fee	\$25.00	Per class presentation	
Youth Environmental Education Program (YEEP) - Video Series	\$25.00	Per series	
Youth Environmental Education Program (YEEP) - Science Labs	\$5.00	Per student / lab	
Youth Environmental Education Program (YEEP) - In-School Science Labs	\$25.00	Per hour	
Youth Environmental Education Program (YEEP) - Club		Per hour	\$25 - \$100 per hour dependent on project size.
Youth Environmental Education Program (YEEP) - Field Trip Fee (Discovery Hike)	\$6.00	Per student / field trip	

Description	Adopted Amount	Unit	Notes
Miscellaneous Permits and Fees, Continued			
Youth Environmental Education Program (YEEP) - Title 1 Schools Field Trip Fee (Discovery Hike)	\$4.00	Per student / field trip	
Bike Locker Rental - Quarterly Rental	\$18.00	Per locker	
Bike Locker Rental - Semi Annual Rental	\$30.00	Per locker	
Bike Locker Rental - Rental Key Deposit	\$45.00	Per locker	
Electronic Recording of Documents with County Recorder		Per filing	Per county fees.
Erosion Control & Stormwater Management Summit Registration - Early Bird - In Person	\$60.00	Per participant	
Erosion Control & Stormwater Management Summit Registration - Late - In Person	\$75.00	Per participant	
Erosion Control & Stormwater Management Summit Registration - Early Bird - Virtual	\$20.00	Per participant	
Erosion Control & Stormwater Management Summit Registration - Late - Virtual	\$25.00	Per participant	
Drop-In Training Demonstrations		Per participant	Varies depending on demonstration.
Public Mural Application	\$125.00	Per application	
Recycled Wood Waste - Walnut	\$13.00	Per board foot (1ft x1ft x1ft)	
Recycled Wood Waste - Other Species		Per board foot (1ft x1ft x 1ft)	Varies depending on material.
Scanning plans to PDF - Size Less / Equal to 11" x 17"	\$1.00	Per sheet	
Scanning plans to PDF - Sizes Larger Than 11" x 17"	\$2.00	Per sheet	
Development Permit and Service Fees - Street Tree Fees			
Critical Tree Zone - Other Construction	\$107.00	Per project	
Critical Tree Zone - Infrastructure Repair		Per project	No fee.
Tree Planting - Permit		Per tree	No fee.
Tree Pruning - Annual Franchise Tree Pruning	\$628.00	Per year	
Tree Removal - Permit	\$157.00	First tree	\$46 each additional tree.
Tree Removal - Application / Processing Fee	\$343.00	Per application	

Description	Adopted Amount	Unit	Notes
Development Permit and Service Fees - Street Tree Fees, Continued			
Appeal	\$322.00	Per case	
Collection of Biological Plant Material	\$54.00	Per project	
Removal of Protection Device	\$54.00	Per project	
Tree Planting - Fee in Lieu	\$602.00	Per tree	
Tree Pruning - Permit	\$54.00	Per project	
Tree - Treatment	\$54.00	Per project	
Variance	\$674.00	Per case	
Development Permit and Service Fees - Street Tree Fees: Decorative Lighting Permit			
Decorative Lighting Permit	\$61.00	Per application	

Streetlight

Salem Revised Code 70A established a fee to be paid for operation, maintenance, upgrade, and expansion of the streetlight system. The fee is charged to the owner, tenant, agent, or other authorized representative responsible for the occupancy of an improved premises for the direct and indirect use of or benefit from the provision and use of the City's street lighting.

Fee Changes for FY 2024

None.

Policy Issues, Exceptions, and Other Special Considerations

The Streetlight Fee was adopted by Resolution 2016-46 and is included for reference only in this document.

Description	Adopted Amount	Unit	Notes
Streetlight Service Fee			
Single Family Residential	\$2.80	Per account / month	Rates are based on City of Salem Utility Customer Classifications.
Multi-family (4 units or less)	\$2.80	Per account / month	Rates are based on City of Salem Utility Customer Classifications.
Multi-family (5 to 25 units)	\$10.40	Per account / month	Rates are based on City of Salem Utility Customer Classifications.
Multi-family (26 units or more)	\$18.00	Per account / month	Rates are based on City of Salem Utility Customer Classifications.
Irrigation	\$2.80	Per account / month	Rates are based on City of Salem Utility Customer Classifications.
Small Commercial (less than or equal to 3,000 square feet of impervious area)	\$2.80	Per account / month	Rates are based on City of Salem Utility Customer Classifications.
Commercial (greater than 3,000 square feet of impervious area)	\$13.50	Per account / month	Rates are based on City of Salem Utility Customer Classifications.
Public	\$13.50	Per account / month	Rates are based on City of Salem Utility Customer Classifications.
Institutional	\$13.50	Per account / month	Rates are based on City of Salem Utility Customer Classifications.
Industrial	\$13.50	Per account / month	Rates are based on City of Salem Utility Customer Classifications.

System Development Charges (SDCs)

Charges for parks, stormwater, transportation, wastewater, and water include three components based on Oregon Revised Statute 223.304: reimbursement to recover existing facility capacity available for growth, improvement to recover planned capacity improvements for growth, and compliance to recover administrative costs.

Fee Changes for FY 2024

Water, Wastewater, Stormwater, Transportation and Parks SDCs are based on the SDC Methodology update adopted under Resolution 2019-7 and are adjusted by the Engineering News Record rate of 7.19 percent for FY 2024.

Policy Issues, Exceptions, and Other Special Considerations

SDCs are adjusted annually per Salem Revised Code (SRC) 41.170(e) based on the index identified in the resolution establishing each fee. Development District fees are set by agreement. Although not set by resolution of the City Council, SDCs, Reimbursement District, and Development District fees are included in the published fee schedule.

An Automation Surcharge will be charged on all transactions at a rate of \$2.50 for any billing less than \$50.00 and \$5.00 per billing over \$50.00.

Description	Adopted Amount	Unit	Notes
System Development Charge - Stormwater			
Commercial / Industrial / Multi-Family	\$ 0.26	Per square foot of new impervious area.	The Stormwater SDC fee is a flat fee based on a predetermined average impervious area of 3,189 square feet multiplied by the SDC unit cost in the methodology adopted by Resolution 2019-7.
Single Family	\$ 754.00	Per dwelling unit	Single manufactured homes on individual lots or in a mobile home park will be treated as one dwelling unit.
System Development Charge - Parks			
Multi-Family	\$ 4,114.00	Per dwelling unit	Multi-Family is considered two or more residential units.
Manufactured Home Park	\$ 3,725.00	Per dwelling unit	Single manufactured homes on individual lots or in a mobile home park will be treated as one dwelling unit.
Single Family	\$ 5,186.00	Per dwelling unit	Single manufactured homes on individual lots or in a mobile home park will be treated as one dwelling unit.
Industrial / Employment	\$ 832.00	Per 1,000 Sq Ft	Based on broad zone category.
Commercial	\$ 1,663.00	Per 1,000 Sq Ft	Based on broad zone category.
Public	\$ 1,552.00	Per 1,000 Sq Ft	Based on broad zone category.
Accessory Dwelling Unit		Per dwelling unit	Temporarily suspended until June 30, 2024.
System Development Charge - Transportation			
New Daily Trip	\$ 493.00	Per trip	Per Resolution 2019-7.
Single Family	\$ 4,655.50	Per dwelling unit	Transportation SDC fee is a flat fee based on a predetermined daily trip rate of 9.44 multiplied by \$493= \$4,655.50. Single manufactured homes on individual lots or in a mobile home park will be treated as one dwelling unit.

City of Salem Fee Schedule - FY 2024

Section 7: Public Works - System Development Charges

Description	Adopted Amount	Unit	Notes
System Development Charge - Special Districts			
Mill Creek Industrial Park Development District Infrastructure Fee	\$3.57	Per gross square foot	Gross square footage based on proposed building shell or the SDC that would be charged for equivalent development outside of the district, whichever is greater.
Fairview Development District Infrastructure Fee		Per lot	Equal to the SDCs that would be charged for equivalent development outside of the district.
Bailey Ridge Reimbursement District Fee	\$1,661.00	Per lot	
Brush College Reimbursement District Fee	\$2,104.00	Per lot	
Wallace Ridge Reimbursement District Fee - Single Family	\$1,512.00	Per new single family dwelling	Single manufactured homes on individual lots or in a mobile home park will be treated as one dwelling unit.
Wallace Ridge Reimbursement District Fee - Other than Single Family Development	\$0.44	Per square foot of new impervious area	
Lone Oak Creekside Reimbursement District Fee - Single Family	\$11,390.00	Per lot	
Lone Oak West Reimbursement District Fee - Single Family	\$12,183.00	Per lot	
Lone Oak Central Reimbursement District Fee - Single Family	\$6,093.00	Per lot	
Lone Oak Creekside Reimbursement District Fee - Other than Single Family Development	\$11,390.00	Per agreement	Base fee divided by 9.57 average daily trips per single family unit multiplied by the average daily trips of the development being proposed.
Lone Oak West Reimbursement District Fee - Other than Single Family Development	\$12,183.00	Per agreement	Base fee divided by 9.57 average daily trips per single family unit multiplied by the average daily trips of the development being proposed.
Lone Oak Central Reimbursement District Fee - Other than Single Family Development	\$6,093.00	Per agreement	Base fee divided by 9.57 average daily trips per single family unit multiplied by the average daily trips of the development being proposed.
Sunnyside Ridge Reimbursement District Fee	\$1,940.34	Per lot	
Trelstad Reimbursement District Fee	\$30.55	Per trip	
Mill Creek Corporate Center Kuebler Fee in Lieu	\$22,479.00	Per acre	
Bonaventure Reimbursement District Fee		Per agreement	

Description	Adopted Amount	Unit	Notes
System Development Charge - Special Districts, Continued			
Temporary Facilities Access Agreements		Per agreement	
Gaffin Road Reimbursement District	\$928	Per trip	
Water Improvement System Development Charges - Except Industrial			
5/8" - Disc or Compound Meters	\$4,380	Per meter	
3/4" - Disc or Compound Meters	\$4,380	Per meter	
1" - Disc or Compound Meters	\$7,443	Per meter	
1.5" - Disc or Compound Meters	\$14,449	Per meter	
2" - Disc or Compound Meters	\$23,207	Per meter	
3" - Disc or Compound Meters	\$46,850	Per meter	
4" - Disc or Compound Meters	\$73,120	Per meter	
6" - Disc or Compound Meters	\$145,802	Per meter	
4" - Turbine Meters	\$91,949	Per meter	
6" - Turbine Meters	\$204,471	Per meter	
8" - Turbine Meters	\$350,274	Per meter	
10" - Turbine Meters	\$554,748	Per meter	

Description	Adopted Amount	Unit	Notes
Water Reimbursement System Development Charges - Except Industrial			
5/8" - Disc or Compound Meters	\$1,700	Per meter	
3/4" - Disc or Compound Meters	\$1,700	Per meter	
1" - Disc or Compound Meters	\$2,890	Per meter	
1.5" - Disc or Compound Meters	\$5,611	Per meter	
2" - Disc or Compound Meters	\$9,009	Per meter	
3" - Disc or Compound Meters	\$18,191	Per meter	
4" - Disc or Compound Meters	\$28,390	Per meter	
6" - Disc or Compound Meters	\$56,612	Per meter	
4" - Turbine Meters	\$35,702	Per meter	
6" - Turbine Meters	\$79,392	Per meter	
8" - Turbine Meters	\$136,005	Per meter	
10" - Turbine Meters	\$215,398	Per meter	
Water Compliance System Development Charges - Except Industrial			
5/8" - Disc or Compound Meters	\$283	Per meter	
3/4" - Disc or Compound Meters	\$283	Per meter	
1" - Disc or Compound Meters	\$480	Per meter	
1.5" - Disc or Compound Meters	\$930	Per meter	
2" - Disc or Compound Meters	\$1,495	Per meter	
3" - Disc or Compound Meters	\$3,016	Per meter	
4" - Disc or Compound Meters	\$4,709	Per meter	
6" - Disc or Compound Meters	\$9,388	Per meter	
4" - Turbine Meters	\$5,920	Per meter	

Description	Adopted Amount	Unit	Notes
Water Compliance System Development Charges - Except Industrial, Continued			
6" - Turbine Meters	\$13,167	Per meter	
8" - Turbine Meters	\$22,555	Per meter	
10" - Turbine Meters	\$35,721	Per meter	
Water Improvement System Development Charges - Industrial			
To qualify as an Industrial user for SDC purposes, the user must demonstrate that they meet the federal definition of Significant Industrial Users (SIU), as contained in SRC 74.030.			
5/8" - Disc or Compound Meters	\$2,501	Per meter	
3/4" - Disc or Compound Meters	\$2,501	Per meter	
1" - Disc or Compound Meters	\$4,250	Per meter	
1.5" - Disc or Compound Meters	\$8,250	Per meter	
2" - Disc or Compound Meters	\$13,251	Per meter	
3" - Disc or Compound Meters	\$26,751	Per meter	
4" - Disc or Compound Meters	\$41,753	Per meter	
6" - Disc or Compound Meters	\$83,253	Per meter	
4" - Turbine Meters	\$52,504	Per meter	
6" - Turbine Meters	\$116,753	Per meter	
8" - Turbine Meters	\$200,009	Per meter	
10" - Turbine Meters	\$316,764	Per meter	

Description	Adopted Amount	Unit	Notes
Water Reimbursement System Development Charges - Industrial			
5/8" - Disc or Compound Meters	\$1,493	Per meter	
3/4" - Disc or Compound Meters	\$1,493	Per meter	
1" - Disc or Compound Meters	\$2,537	Per meter	
1.5" - Disc or Compound Meters	\$4,924	Per meter	
2" - Disc or Compound Meters	\$7,908	Per meter	
3" - Disc or Compound Meters	\$15,968	Per meter	
4" - Disc or Compound Meters	\$24,922	Per meter	
6" - Disc or Compound Meters	\$49,694	Per meter	
4" - Turbine Meters	\$31,338	Per meter	
6" - Turbine Meters	\$69,693	Per meter	
8" - Turbine Meters	\$119,384	Per meter	
10" - Turbine Meters	\$189,076	Per meter	
Water Compliance System Development Charges - Industrial			
5/8" - Disc or Compound Meters	\$283	Per meter	
3/4" - Disc or Compound Meters	\$283	Per meter	
1" - Disc or Compound Meters	\$480	Per meter	
1.5" - Disc or Compound Meters	\$930	Per meter	
2" - Disc or Compound Meters	\$1,495	Per meter	
3" - Disc or Compound Meters	\$3,016	Per meter	
4" - Disc or Compound Meters	\$4,709	Per meter	
6" - Disc or Compound Meters	\$9,388	Per meter	
4" - Turbine Meters	\$5,920	Per meter	

Description	Adopted Amount	Unit	Notes
Water Compliance System Development Charges - Industrial, Continued			
6" - Turbine Meters	\$13,167	Per meter	
8" - Turbine Meters	\$22,555	Per meter	
10" - Turbine Meters	\$35,721	Per meter	
Suburban East Salem Water Improvement System Development Charges			
5/8" - Disc or Compound Meters	\$2,501	Per meter	
3/4" - Disc or Compound Meters	\$2,501	Per meter	
1" - Disc or Compound Meters	\$4,250	Per meter	
1.5" - Disc or Compound Meters	\$8,250	Per meter	
2" - Disc or Compound Meters	\$13,250	Per meter	
3" - Disc or Compound Meters	\$26,751	Per meter	
4" - Disc or Compound Meters	\$41,753	Per meter	
6" - Disc or Compound Meters	\$83,253	Per meter	
4" - Turbine Meters	\$52,504	Per meter	
6" - Turbine Meters	\$116,753	Per meter	
8" - Turbine Meters	\$200,008	Per meter	
10" - Turbine Meters	\$316,764	Per meter	

Description	Adopted Amount	Unit	Notes
Suburban East Salem Water Reimbursement System Development Charges			
5/8" - Disc or Compound Meters	\$1,195	Per meter	
3/4" - Disc or Compound Meters	\$1,195	Per meter	
1" - Disc or Compound Meters	\$2,031	Per meter	
1.5" - Disc or Compound Meters	\$3,946	Per meter	
2" - Disc or Compound Meters	\$6,337	Per meter	
3" - Disc or Compound Meters	\$12,793	Per meter	
4" - Disc or Compound Meters	\$19,966	Per meter	
6" - Disc or Compound Meters	\$39,814	Per meter	
4" - Turbine Meters	\$25,107	Per meter	
6" - Turbine Meters	\$55,834	Per meter	
8" - Turbine Meters	\$95,646	Per meter	
10" - Turbine Meters	\$151,482	Per meter	
Suburban East Salem Water Compliance System Development Charges			
5/8"- Disc or Compound Meters	\$283	Per meter	
3/4" - Disc or Compound Meters	\$283	Per meter	
1" - Disc or Compound Meters	\$480	Per meter	
1.5" - Disc or Compound Meters	\$930	Per meter	
2" - Disc or Compound Meters	\$1,495	Per meter	
3" - Disc or Compound Meters	\$3,016	Per meter	
4" - Disc or Compound Meters	\$4,709	Per meter	
6" - Disc or Compound Meters	\$9,389	Per meter	
4" - Turbine Meters	\$5,920	Per meter	

Description	Adopted Amount	Unit	Notes
Suburban East Salem Water Compliance System Development Charges, Continued			
6" - Turbine Meters	\$13,167	Per meter	
8" - Turbine Meters	\$22,556	Per meter	
10" - Turbine Meters	\$35,722	Per meter	
Turner Water Improvement System Development Charges			
5/8" - Disc or Compound Meters	\$834	Per meter	
3/4" - Disc or Compound Meters	\$834	Per meter	
1" - Disc or Compound Meters	\$1,418	Per meter	
1.5" - Disc or Compound Meters	\$2,777	Per meter	
2" - Disc or Compound Meters	\$4,421	Per meter	
3" - Disc or Compound Meters	\$8,927	Per meter	
4" - Disc or Compound Meters	\$13,930	Per meter	
6" - Disc or Compound Meters	\$27,777	Per meter	
4" - Turbine Meters	\$17,517	Per meter	
6" - Turbine Meters	\$38,956	Per meter	
8" - Turbine Meters	\$66,734	Per meter	
10" - Turbine Meters	\$105,689	Per meter	

Description	Adopted Amount	Unit	Notes
Turner Water Reimbursement System Development Charges			
5/8" - Disc or Compound Meters	\$1,035	Per meter	
3/4" - Disc or Compound Meters	\$1,035	Per meter	
1" - Disc or Compound Meters	\$1,760	Per meter	
1.5" - Disc or Compound Meters	\$3,416	Per meter	
2" - Disc or Compound Meters	\$5,486	Per meter	
3" - Disc or Compound Meters	\$11,078	Per meter	
4" - Disc or Compound Meters	\$17,291	Per meter	
6" - Disc or Compound Meters	\$34,477	Per meter	
4" - Turbine Meters	\$21,742	Per meter	
6" - Turbine Meters	\$48,352	Per meter	
8" - Turbine Meters	\$82,828	Per meter	
10" - Turbine Meters	\$131,179	Per meter	
Turner Water Compliance System Development Charges			
5/8" - Disc or Compound Meters	\$225	Per meter	
3/4" - Disc or Compound Meters	\$225	Per meter	
1" - Disc or Compound Meters	\$382	Per meter	
1.5" - Disc or Compound Meters	\$743	Per meter	
2" - Disc or Compound Meters	\$1,191	Per meter	
3" - Disc or Compound Meters	\$2,403	Per meter	
4" - Disc or Compound Meters	\$3,752	Per meter	

Description	Adopted Amount	Unit	Notes
Turner Water Compliance System Development Charges, Continued			
6" - Disc or Compound Meters	\$7,480	Per meter	
4" - Turbine Meters	\$4,719	Per meter	
6" - Turbine Meters	\$10,492	Per meter	
8" - Turbine Meters	\$17,973	Per meter	
10" - Turbine Meters	\$28,464	Per meter	
Wastewater Improvement System Development Charges			
5/8" - Disc or Compound Meters	\$3,365	Per meter	
3/4" - Disc or Compound Meters	\$3,365	Per meter	
1" - Disc or Compound Meters	\$5,720	Per meter	
1.5" - Disc or Compound Meters	\$11,101	Per meter	
2" - Disc or Compound Meters	\$17,829	Per meter	
3" - Disc or Compound Meters	\$35,992	Per meter	
4" - Disc or Compound Meters	\$56,175	Per meter	
6" - Disc or Compound Meters	\$112,017	Per meter	
4" - Turbine Meters	\$70,642	Per meter	
6" - Turbine Meters	\$157,091	Per meter	
8" - Turbine Meters	\$269,107	Per meter	
10" - Turbine Meters	\$426,200	Per meter	

Description	Adopted Amount	Unit	Notes
Wastewater Reimbursement System Development Charges			
5/8" - Disc or Compound Meters	\$1,540	Per meter	
3/4" - Disc or Compound Meters	\$1,540	Per meter	
1" - Disc or Compound Meters	\$2,621	Per meter	
1.5" - Disc or Compound Meters	\$5,087	Per meter	
2" - Disc or Compound Meters	\$8,172	Per meter	
3" - Disc or Compound Meters	\$16,495	Per meter	
4" - Disc or Compound Meters	\$25,744	Per meter	
6" - Disc or Compound Meters	\$51,334	Per meter	
4" - Turbine Meters	\$32,374	Per meter	
6" - Turbine Meters	\$71,991	Per meter	
8" - Turbine Meters	\$123,325	Per meter	
10" - Turbine Meters	\$195,318	Per meter	
Wastewater Compliance System Development Charges			
5/8" - Disc or Compound Meters	\$139	Per meter	
3/4" - Disc or Compound Meters	\$139	Per meter	
1" - Disc or Compound Meters	\$236	Per meter	
1.5" - Disc or Compound Meters	\$457	Per meter	

Description	Adopted Amount	Unit	Notes
Wastewater Compliance System Development Charges, Continued			
2" - Disc or Compound Meters	\$734	Per meter	
3" - Disc or Compound Meters	\$1,479	Per meter	
4" - Disc or Compound Meters	\$2,312	Per meter	
6" - Disc or Compound Meters	\$4,608	Per meter	
4"- Turbine Meters	\$2,906	Per meter	
6" - Turbine Meters	\$6,461	Per meter	
8" - Turbine Meters	\$11,073	Per meter	
10" - Turbine Meters	\$17,534	Per meter	
East Salem & Turner Wastewater Improvement System Development Charges			
5/8" - Disc or Compound Meters	\$391	Per meter	
3/4" - Disc or Compound Meters	\$391	Per meter	
1" - Disc or Compound Meters	\$667	Per meter	
1.5" - Disc or Compound Meters	\$1,295	Per meter	
2" - Disc or Compound Meters	\$2,076	Per meter	
3" - Disc or Compound Meters	\$4,195	Per meter	
4" - Disc or Compound Meters	\$6,548	Per meter	
6" - Disc or Compound Meters	\$13,057	Per meter	
4" - Turbine Meters	\$8,233	Per meter	
6" - Turbine Meters	\$18,312	Per meter	
8' - Turbine Meters	\$31,369	Per meter	
10" - Turbine Meters	\$49,681	Per meter	

Description	Adopted Amount	Unit	Notes
East Salem & Turner Wastewater Reimbursement System Development Charges			
5/8" - Disc or Compound Meters	\$189	Per meter	
3/4" - Disc or Compound Meters	\$189	Per meter	
1" - Disc or Compound Meters	\$322	Per meter	
1.5" - Disc or Compound Meters	\$625	Per meter	
2" - Disc or Compound Meters	\$1,003	Per meter	
3" - Disc or Compound Meters	\$2,025	Per meter	
4" - Disc or Compound Meters	\$3,158	Per meter	
6" - Disc or Compound Meters	\$6,296	Per meter	
4" - Turbine Meters	\$3,971	Per meter	
6" - Turbine Meters	\$8,829	Per meter	
8" - Turbine Meters	\$15,128	Per meter	
10" - Turbine Meters	\$23,959	Per meter	
East Salem & Turner Wastewater Compliance System Development Charges			
5/8" - Disc or Compound Meters	\$139	Per meter	
3/4" - Disc or Compound Meters	\$139	Per meter	
1" - Disc or Compound Meters	\$236	Per meter	
1.5" - Disc or Compound Meters	\$457	Per meter	
2" - Disc or Compound Meters	\$734	Per meter	
3" - Disc or Compound Meters	\$1,479	Per meter	
4" - Disc or Compound Meters	\$2,312	Per meter	
6" - Disc or Compound Meters	\$4,608	Per meter	
4" - Turbine Meters	\$2,906	Per meter	

Description	Adopted Amount	Unit	Notes
East Salem & Turner Wastewater Compliance System Development Charges, Continued			
6" - Turbine Meters	\$6,461	Per meter	
8" - Turbine Meters	\$11,073	Per meter	
10" - Turbine Meters	\$17,534	Per meter	
Keizer Wastewater Improvement System Development Charges			
5/8" - Disc or Compound Meters	\$122	Per meter	
3/4" - Disc or Compound Meters	\$122	Per meter	
1" - Disc or Compound Meters	\$208	Per meter	
1.5" - Disc or Compound Meters	\$405	Per meter	
2" - Disc or Compound Meters	\$646	Per meter	
3" - Disc or Compound Meters	\$1,307	Per meter	
4" - Disc or Compound Meters	\$2,040	Per meter	
6" - Disc or Compound Meters	\$4,067	Per meter	
4" - Turbine Meters	\$2,565	Per meter	
6" - Turbine Meters	\$5,706	Per meter	
8" - Turbine Meters	\$9,775	Per meter	
10" - Turbine Meters	\$15,478	Per meter	

Description	Adopted Amount	Unit	Notes
Keizer Wastewater Reimbursement System Development Charges			
5/8" - Disc or Compound Meters	\$55	Per meter	
3/4" - Disc or Compound Meters	\$55	Per meter	
1" - Disc or Compound Meters	\$96	Per meter	
1.5" - Disc or Compound Meters	\$182	Per meter	
2" - Disc or Compound Meters	\$293	Per meter	
3" - Disc or Compound Meters	\$594	Per meter	
4" - Disc or Compound Meters	\$926	Per meter	
6" - Disc or Compound Meters	\$1,848	Per meter	
4" - Turbine Meters	\$1,163	Per meter	
6" - Turbine Meters	\$2,588	Per meter	
8" - Turbine Meters	\$4,434	Per meter	
10" - Turbine Meters	\$7,023	Per meter	
Keizer Wastewater Compliance System Development Charges			
5/8" - Disc or Compound Meters	\$139	Per meter	
3/4" - Disc or Compound Meters	\$139	Per meter	
1" - Disc or Compound Meters	\$236	Per meter	
1.5" - Disc or Compound Meters	\$457	Per meter	
2" - Disc or Compound Meters	\$734	Per meter	
3" - Disc or Compound Meters	\$1,479	Per meter	
4" - Disc or Compound Meters	\$2,312	Per meter	
6" - Disc or Compound Meters	\$4,608	Per meter	
4" - Turbine Meters	\$2,906	Per meter	

Description	Adopted Amount	Unit	Notes
Keizer Wastewater Compliance System Development Charges, Continued			
6" - Turbine Meters	\$6,461	Per meter	
8" - Turbine Meters	\$11,073	Per meter	
10" - Turbine Meters	\$17,534	Per meter	
Labish Village Wastewater Improvement System Development Charges			
5/8" - Disc or Compound Meters	\$2,370	Per meter	
3/4" - Disc or Compound Meters	\$2,370	Per meter	
1" - Disc or Compound Meters	\$4,029	Per meter	
1.5" - Disc or Compound Meters	\$7,820	Per meter	
2" - Disc or Compound Meters	\$12,559	Per meter	
3" - Disc or Compound Meters	\$25,357	Per meter	
4" - Disc or Compound Meters	\$39,576	Per meter	
6" - Disc or Compound Meters	\$78,915	Per meter	
4" - Turbine Meters	\$49,767	Per meter	
6" - Turbine Meters	\$110,672	Per meter	
8" - Turbine Meters	\$189,587	Per meter	
10" - Turbine Meters	\$300,258	Per meter	
Labish Village Wastewater Reimbursement System Development Charges			
5/8" - Disc or Compound Meters	\$214	Per meter	
3/4" - Disc or Compound Meters	\$214	Per meter	
1" - Disc or Compound Meters	\$364	Per meter	

Description	Adopted Amount	Unit	Notes
Labish Village Wastewater Reimbursement System Development Charges, Continued			
1.5" - Disc or Compound Meters	\$707	Per meter	
2" - Disc or Compound Meters	\$1,137	Per meter	
3" - Disc or Compound Meters	\$2,297	Per meter	
4" - Disc or Compound Meters	\$3,587	Per meter	
6" - Disc or Compound Meters	\$7,152	Per meter	
4" - Turbine Meters	\$4,509	Per meter	
6" - Turbine Meters	\$10,027	Per meter	
8" - Turbine Meters	\$17,180	Per meter	
10" - Turbine Meters	\$27,207	Per meter	
Labish Village Wastewater Compliance System Development Charges			
5/8" - Disc or Compound Meters	\$139	Per meter	
3/4" - Disc or Compound Meters	\$139	Per meter	
1" - Disc or Compound Meters	\$236	Per meter	
1.5" - Disc or Compound Meters	\$457	Per meter	
2" - Disc or Compound Meters	\$734	Per meter	
3" - Disc or Compound Meters	\$1,479	Per meter	
4" - Disc or Compound Meters	\$2,312	Per meter	
6" - Disc or Compound Meters	\$4,608	Per meter	
4" - Turbine Meters	\$2,906	Per meter	
6" - Turbine Meters	\$6,461	Per meter	
8" - Turbine Meters	\$11,073	Per meter	
10" - Turbine Meters	\$17,534	Per meter	

Utility Accounts and Services

The City of Salem operates water, wastewater, and stormwater services and maintains and constructs the supporting infrastructure. Safe drinking water is treated at and delivered from the Geren Island Treatment Facility to the City of Salem and other service recipients. Wastewater collection lines are operated and maintained throughout the metropolitan area with treatment centralized at the Willow Lake Water Pollution Control Facility. The City's stormwater system includes pipelines, manholes, catch basins, drainage ditches, stream, and local and regional detention facilities.

Utility Account and Service Fees include customer account fees, water service fees, and wastewater service and permit fees. Customer account and water service fees are set at a rate comparable to other utilities and are not adjusted annually. They are reviewed periodically to ensure the fee covers the cost of providing the service and that they are comparable to other utility providers.

Fee Changes for FY 2024

Most utility fees are adjusted by the Consumer Price Index for All Urban Consumers, West Region (All Items) with the December to December change with a rate of 6.25 percent.

Policy Issues, Exceptions, and Other Special Considerations

Utility service rates are adopted by separate resolution, currently 2022-23, of City Council every two years and are not included in this process or the published fee schedule. A separate utility rate schedule is published for utility customers residing inside Salem and in surrounding areas. The current utility rates were adopted on July 25, 2022, to be effective January 1, 2023 and January 1, 2024.

Description	Adopted Amount	Unit	Notes
Utility Customer Account Fees			
Dishonored Payment Reprocessing	\$35.00	Each occurrence	Maximum or as limited by State law.
Utility Bill Dispute Appeal - for Disputed Amounts Less Than or Equal to \$200	\$25.00	Each occurrence	
Utility Bill Dispute Appeal - for Disputed Amounts \$200 to \$1,000	\$50.00	Each occurrence	
Utility Bill Dispute Appeal - for Disputed Amounts Equal to or Greater Than \$1,000	\$100.00	Each occurrence	Minimum of \$100, plus 1% of the amount greater than \$1,000.
New Account Activation	\$25.00	Per service	
Special Handling Reprocessing	\$15.00	Each occurrence	
Suspended Account Activation	\$25.00	Per service	
Wastewater Service and Permit Fees			
Effluent Test - Metallic or Cyanide	\$60.00	Each parameter or test	
Effluent Test - Oil and Grease	\$116.00	Per test	
Environmental Regulatory Fee - Sweeper Per Ton	\$0.60	Per ton	
Environmental Regulatory Fee - Vactor Truck	\$1.20	Per truckload	
Industrial Wastewater Permit - Initial Application	\$625.00	Per application	
Industrial Wastewater Permit - Renewal Application	\$209.00	Per application	
Vactor Waste Fee - 11 cu / yd Truck	\$223.00	Per truckload	
Vactor Waste Fee - 9 cu / yd Truck	\$211.00	Per truckload	
Sweeper Waste Disposal	\$62.00	Per ton	
Liquid Biosolids Transport Fee	\$0.89	Per mile	
Manhole Installation	\$410.00	Per vertical foot	

Description	Adopted Amount	Unit	Notes
Wastewater Service and Permit Fees, continued			
Septic Hauler Missing Manifest - First Occurrence	\$34.00	Each occurrence	
Septic Hauler Missing Manifest - Additional Occurrence	\$66.00	Each occurrence	
Significant Industrial User Annual Pretreatment		Per significant industrial user	Price under DEQ guidelines and subject to change.
Wastewater Flow Monitor	\$6,796.00	Per device	
Wastewater Flow Monitor Maintenance	\$1,309.00	Per year	
Wastewater Flow Monitor Wireless Transmitter	\$656.00	Per device	
Water Service Fees			
Water Meter Test	\$75.00	Per service	
Bypass Water Meter	\$200.00	Per service	
Curb Stop Key Deposit	\$75.00	Per key	Deposit refunded if key is returned.
Damaged / Replacement Curb Stop	\$300.00	Each occurrence	
Meter Master Test - First Test		Per service	No fee.
Meter Master Test - Each Additional Test	\$100.00	Per service	
Meter Tampering / Damaged	\$200.00	Per service	
Water Fill Stations	\$0.75	Per 400 gallons	
Water Meter Obstruction - First Occurrence	\$100.00	Per service	
Water Meter Obstruction - Additional Occurrence	\$200.00	Per service	
Water Meter Reinstallation	\$150.00	Per service	
Water Meter Removal	\$250.00	Per service	

Airport

A variety of fees and charges, including ground lease rates, at Salem Municipal Airport are established by resolution in accordance with Salem Revised Code 9.010. The fee schedule establishes aviation-related and other user fees for terminal space rental; aircraft landing and tie down; fueling; vehicle parking; new, renewed, or existing ground lease rates; and certain administrative activities. The revenue derived from the fees and charges are used to support airport operations, maintenance, and capital improvements.

Fee Changes for FY 2024

Most Airport fees have undergone substantial increases from prior years in support of commercial air service. In addition, new fees associated with ground handling equipment, ground transportation services and security and badging have been introduced.

Policy Issues, Exceptions, and Other Special Considerations

None.

Description	Adopted Amount	Unit	Notes
Fuel Flowage Fees			
Fuel Flowage	\$0.08	Per gallon	
Ground Handling Equipment Rental	\$50.00	Per hour	Maximum of \$250/aircraft turn.
Tie Down Fees			
Light Aircraft	\$10.00	Per day	12,500 pounds or less.
Light Aircraft	\$50.00	Per month	12,500 pounds or less.
Medium Aircraft	\$15.00	Per day	12,501 to 60,000 pounds.
Medium Aircraft	\$100.00	Per month	12,501 to 60,000 pounds.
Large Aircraft	\$25.00	Per day	Over 60,000 pounds.
Large Aircraft	\$150.00	Per month	Over 60,000 pounds.
Ground Lease Fees			
Ground Lease	\$0.35	Per square foot / year	Ground lease rates apply to new leases, and holdover leases on a month-to month tenancy.
Lease Administration Fees			
Application Fee New Lease	\$500.00	Per application	Non-refundable.
Appraisal Appeal	\$270.00	Per application	Non-refundable.
Site Development Fees			
Site Development		Per instance	Equivalent to one year's rent.
Vehicle Parking Fees			
Customer Parking	\$10.00	Per day	
Reserved Parking	\$25.00	Per month	
Ground Transportation Fees			
Ground Transportation Annual Permit	\$150.00	Per year	
Courtesy Veh/Commercial Shuttle pickup or delivery	\$2.00	Per trip	
Rideshare/Livery Service pickup or delivery	\$1.00	Per passenger	

Description	Adopted Amount	Unit	Notes
Landing Fees			
Landing Fee - Signatory - per 1,000 lbs Maximum Gross Lar	\$1.50	Per pound	
Landing Fee - Non-Signatory - per 1,000 lbs Maximum Gros	\$2.25	Per pound	
Terminal Use Fees			
Terminal Space Rent Exclusive Use	\$2.25	Per square foot / month	
Commercial Ramp Use Fees			
Ramp Use Aircraft Remains Overnight	\$150.00	Per day	
Rental Car Fees			
Rental Vehicle Parking - Car	\$15.00	Per month	
Rental Vehicle Parking - Truck	\$25.00	Per month	
Rental Car Commission Fee	10%	Per rental	10% of gross rental car sales.
Special Event Fees			
Special Event Application	\$500.00	Per instance	Not applicable for free admission or for non-profit events as approved by the Airport Manager.
Special Event Gate Proceeds	10%	Per event	10% of gross revenue. Not applicable for free admission or for non-profit events as approved by the Airport Manager.
Special Event Vendor Proceeds	10%	Per event	10% of gross revenue.
Badge Fees			
New Badge (Sterile / Security Identification Display Area)	\$100.00	Per application	Includes fingerprint service. Non-refundable.
New Badge (Airport Operations Area)	\$50.00	Per application	Non-refundable.
Airport ID Badge - Renewal	\$35.00	Annually	Annual calendar year replacement.
Airport ID Badge - Replacement	\$50.00	Each occurrence	Replacement of badges due to being lost, stolen or any other need.
Airport ID Badge - Unreturned Badge	\$150.00	Each occurrence	
Advertising Fees			
Advertising - Internal wall signage	\$15.00	Per square foot / month	Maximum size allowed is 28 square feet. Signage is subject to approval of by the Salem Municipal Airport Manager. One year maximum contract required.
Advertising - External signage		Each	Fee will correspond with market rate for signage. Sign permit from Planning Division required.

Parks and Recreation

Parks and Recreation fees include rental of all park facilities, community event support, softball, adult and youth recreation programming and activities, and Center 50+.

Fee Changes for FY 2024

Some New Fees Include:

Wire Wrapping - Center 50+

Genealogy - Center 50+

Among Friends Medicaid Reimbursement - Center 50+

Minto Island Conservation Area Use Impact (No, Low, Medium and High Impact) - Parks and Recreation

Daily Concessions Fee (expedited) - Parks and Recreation

20 Week / 40 Game League (Free Agent and Paid in Full) - Softball

Most Recreation fees are adjusted by the Consumer Price Index for All Urban Consumers with the December to December change with a rate of 6.25% percent.

Policy Issues, Exceptions, and Other Special Considerations

To avoid mid-season adjustments, most youth recreation and softball fees are proposed to be effective January 1, 2024, except when noted as being effective July 1, 2023. Park Facility and Special Event fees are effective July 1, 2023.

Fees set by another entity, such as a national softball association, and collected by City of Salem, are included in the proposed schedule and are noted accordingly.

Fees set by contract through a competitive bidding process for recreation activities or classes are included in the proposed schedule at the current rate and identified as variable. The City reserves the right to cancel classes when minimum enrollment has not been met. Cancelled classes will be issued full refunds.

League late registrations or payments not made in full after the entry deadline will incur an additional late fee. There will be an \$80 charge on all refunds.

For park rental fees, refunds will be only when notice of cancellation is made prior to the cancellation deadline. For event support, if applicable, City staff / services cost recovery will be billed to user.

Programs led by Recreation Leaders offer fee waivers to qualified City of Salem residents. To receive a fee waiver, the parent / guardian must live within Salem city limits and provide proof of one of the following: Oregon Trail Card, Oregon Health Plan, WIC Card or a Letter of free / reduced lunch program.

Fees for events conducted by City of Salem are waived.

The City Manager may authorize a special facility use fee or waiver for a City Facility based on an intergovernmental agreement or an agreement with a non-profit organization.

“Non-profit organization” means an organization with a current registration with the Oregon Secretary of State as a non-profit corporation. For the purposes of determining fees, the following are not eligible for a non-profit organization discount: municipal corporations (city, county), public schools and school districts, public universities, private schools and universities, state agencies, federal agencies, and active, guard, or reserve military units.

The Facility Use Fee for a reservable facility in a City park will be reduced by 20% from the values listed in this Master Fee Schedule for a non-profit organization as defined in this Fee Schedule. Facility Use Fees are those fees charged for using reservable facilities such as the Riverfront Park South Meadow, Riverfront Park North Meadow, Boat Dock, Riverfront Park Amphitheater, Gerry Frank | Salem Rotary Amphitheater, Bush Park Amphitheater, park shelters, ballfields, and room rentals.

The fee reduction for non-profit organizations is not available for permit fees, such as fees for sound permits, short-term concessionaire permits, and alcohol permits. Other costs associated with the use of a facility, such as deposits, cleaning fees, event fees, vendor fees, processing fees, staffing costs, and equipment use are also not eligible for this fee reduction.

The reduction of the Facility Use Fee given to a non-profit organization cannot be combined with any other fee reduction provided by the City to an organization owing to its non-profit status.

In accordance with the Council-approved agreement with the Rotary Club of Salem, the Facility Use Fees for a reservable facility in Riverfront Park may be waived for up to five days per calendar year for the Rotary Club of Salem. (See Exhibit F of “Ground Lease: The Gerry Frank | Salem Rotary Amphitheater” dated June 13, 2019. Available at: <https://salem.legistar.com/LegislationDetail.aspx?ID=4216444&GUID=5086973D-71F2-474C-9544-13C886FF2BB8>)

Facility Use Fees are waived for scheduled public business meetings that are conducted by an organization directly associated with the City of Salem. By way of illustration but not limitation, this includes meetings conducted by: Neighborhood Associations and City of Salem boards, commissions, and committees. When the Facility Use Fee has been waived for an event, incidental City support services such as providing electrical access at a park site, providing chemical toilets, or bringing in extra picnic tables are not available. Referenced organization will be responsible for any permit application/processing fees and for any expenses resulting from damage or maintenance that is above the normal level of service. Referenced organizations desire to use Pringle Hall shall reserve the facility no more than 20 working days in advance of use.

Facility Use Fees may be waived or reduced for events conducted by an organization for which an agreement exists indicating the fee may be waived or reduced through specified community service to the City of Salem by the organization.

Description	Adopted Amount	Unit	Notes
Artisan Shops			
Lapidary / Woodshop	\$20.00	Per punch card	Punch card.
Lapidary Orientation	\$30.00	Per session	Seven - three hour classes, required for use of lapidary equipment.
Lapidary Saw - 9-inch Blade	\$1.50	Per hour	
Lapidary Saw - 16-inch Blade	\$2.00	Per hour	
Lapidary Saw - High Speed Polisher	\$3.00	Per hour	
Genealogy	\$10.00	Per class	Price under contract with vendor and subject to change.
Woodshop	\$3.00	Per day	
Woodshop Orientation	\$1.00	Per year	
Woodshop - Patron Monthly Pass	\$20.00	Per each	
Woodshop Series - By Volunteer Instructor	\$15.00	Per series	Minimum, range \$15 - \$100 per series dependent on project size.
Woodshop - Supervisor Monthly Pass	\$10.00	Per each	
Lifelong Learning			
Acrylic Painting	\$45.00	Per class	
Basic Hand Embroidery - 5 Classes	\$15.00	Per punch card	Punch card.
Computer Class Series - By Contract Instructor	\$5.00	Per contract hour / session / class	Minimum, range \$5 - \$15 per contract hour. Price under contract with vendor and subject to change.
Computer Class Series - By Volunteer Instructor	\$3.00	Per contract hour / session / class	Minimum, range \$3 - \$5 per contract hour.
Education Cohort Annual Membership	\$129.00	Per year	
Wire Wrapping	\$15.00	Per class	
Woodcarving Open Lab	\$3.00	Per day	Each Friday, price under contract with vendor and subject to change.
Woodcarving Class	\$15.00	Per class	Each Saturday, price under contract with vendor and subject to change.
Woodcarving - Daytime	\$7.00	Per class	Price under contract with vendor and subject to change.
Woodcarving - Daytime - 4 Classes	\$28.00	Per punch card	Punch card.
Woodcarving - Evening - 4 Classes	\$20.00	Per punch card	Punch card.

Description	Adopted Amount	Unit	Notes
Lifelong Learning, continued			
Joy of Painting Workshop	\$35.00	Per workshop	Price under contract with vendor and subject to change.
Joy of Painting Workshop - Supplies	\$15.00	Per workshop	Price under contract with vendor and subject to change.
Watercolors	\$3.00	Per class	Price under contract with vendor and subject to change.
Pine Needle Basket	\$35.00	Per class	Price under contract with vendor and subject to change.
Various Courses / Seminars	\$30.00	Per course	Five week courses / seminars.
One - Day Workshop	\$5.00	Per workshop	Price under contract with vendor and subject to change.
History - Various Topics	\$5.00	Per class	Minimum, range \$5 - \$30 per session. Price under contract with vendor and subject to change.
Spanish Beginning - 10 Weeks	\$120.00	Per session	Price under contract with vendor and subject to change.
Beginning Ukulele	\$56.00	Per class	Price under contract with vendor and subject to change.
Beginning Ukulele - Instructor Fee	\$5.00	One time fee	Price under contract with vendor and subject to change.
Intermediate Ukulele	\$56.00	Per class	Price under contract with vendor and subject to change.
Intermediate Ukulele - Instructor Fee	\$5.00	One time fee	Price under contract with vendor and subject to change.
Beginning Ukulele Note Reading Class	\$56.00	Per class	Price under contract with vendor and subject to change.
Beginning Ukulele Note Reading Class - Instructor Fee	\$5.00	One time fee	Price under contract with vendor and subject to change.
Beginning Guitar - 10 Weeks	\$100.00	Per session	Price under contract with vendor and subject to change.
Intermediate Guitar - 10 Weeks	\$100.00	Per session	Price under contract with vendor and subject to change.
Square Dancing	\$50.00	Per session	Price under contract with vendor and subject to change.
Writing Techniques	\$40.00	Per term	Price under contract with vendor and subject to change.
Miscellaneous Personal Enrichment - By Volunteer Instructor	\$3.00	Per contract hour / session / class	Minimum, range \$3 - \$7 per contact hour.
Miscellaneous Personal Enrichment - By Contract Instructor	\$5.00	Per contract hour / session / class	Minimum, range \$5 - \$10 per contract hour. Price under contract with vendor and subject to change.

Description	Adopted Amount	Unit	Notes
Fitness			
Line Dancing - Day - 5 Classes	\$20.00	Per punch card	
Line Dancing - Evening - 5 Classes	\$20.00	Per punch card	
First Aid	\$40.00	Per class	
Tai Chi - Drop In	\$6.00	Per class	
Yoga - Drop In	\$6.00	Per class	
Zumba - Drop In	\$6.00	Per class	
Personal Training - 5 Sessions	\$200.00	Per punch card	
Personal Training - 10 Sessions	\$350.00	Per punch card	
Personal Training Introductory Offer - 1 Session	\$50.00	Per session	
Fitness Center - Gold Members Annual Membership	\$384.00	Per year	
Fitness Center - Gold Members Monthly Membership	\$40.00	Per month	
Fitness Center - Gold Members Quarterly Membership	\$99.00	Per quarter	
Fitness Center - Silver Members Annual Membership	\$180.00	Per year	
Fitness Center - Silver Members Monthly Membership	\$20.00	Per month	
Fitness Center - Silver Members Quarterly Membership	\$50.00	Per quarter	

Description	Adopted Amount	Unit	Notes
Health and Wellness			
Among Friends Adult Day Respite Program	\$55.00	Per day	Price under contract with vendor and subject to change.
Among Friends Medicaid Reimbursement	\$95.00	Per day	Price under contract with vendor and subject to change.
Haircuts	\$20.00	Per each	Minimum, range \$12 - \$15 per haircut. Price under contract with vendor and subject to change.
Nailcare	\$35.00	Per each	Price under contract with vendor and subject to change.
Massage - 60 Minutes		Per each	\$80-\$100. Price under contract with vendor and subject to change.
Massage - Chair	\$30.00	Per each	Price under contract with vendor and subject to change.
Time with Friends	\$30.00	Per session	Price under contract with vendor and subject to change.
Room Rentals			
Application Fee	\$15.00	Per event	For all room rentals.
Alcohol Permit	\$66.00	Per event	For events with alcoholic beverages.
Lecture Hall	\$45.00	Per hour	Weekday during business hours; additional charge of \$15 per hour outside of business hours.
Great Hall - Half	\$85.00	Per hour	Weekday during business hours; additional charge of \$15 per hour outside of business hours.
Great Hall - Full	\$115.00	Per hour	Weekday during business hours; additional charge of \$15 per hour outside of business hours.
Room Rental - Respite Room, Class A, or Class B	\$40.00	Per hour	Weekday during business hours; additional charge of \$15 per hour outside of business hours.
Room Rental - Class A & Class B	\$65.00	Per hour	Weekday during business hours; additional charge of \$15 per hour outside of business hours.
Room Rental Discount Non-Profit		Per rental	20% discount on room rentals for non-profit agencies.
Room Rental Discount Annual Agreement		Per rental	10% discount when 10 or more rental dates are paid in advance.

Description	Adopted Amount	Unit	Notes
Room Rentals, continued			
Cleaning Fee - Whole Auditorium	\$250.00	Per event	For rentals including food and drink for more than 100 people.
Equipment Use	\$20.00	Per event	Tables, chairs, coffee pots, audio visual equipment as part of room rental.
Fitness Room Rental	\$40.00	Per hour	Weekday during business hours; additional charge of \$15 per hour outside of business hours.
Kitchen Use Fee	\$150.00	Per event	Ovens, refrigerator, preparation areas as part of auditorium rental.

Description	Adopted Amount	Unit	Notes
Special Events			
Hot Air Balloon Permit	\$29.00	Per day	Special use permit fee also applies.
Model Rockets Permit Processing / Application Fee	\$29.00	Per permit	Approved permit from the Salem Fire Department required. Only allowable at Wallace Soccer Fields.
Load In / Load Out Rates Prior to Event	\$268.00	Per day / location	
Load In / Load Out Rates After Event - Days 1 and 2	\$268.00	Per day / location	
Load In / Load Out Rates After Event - Each Day After Day 2	\$398.00	Per day / location	
Daily Concessions Fee	\$39.00	Per day	May be waived for mobile food units licensed by the City of Salem. 15 business days or more prior to event.
Daily Concessions Fee (expedited)	\$45.00	Per day	May be waived for mobile food units licensed by the City of Salem. Less than 15 business days prior to event.
Multiple Day Concessions Fee	\$39.00	Per event / year	Must be part of an approved special event exceeding two dates in a calendar year.
Multiple Day Concessions Fee - 1 to 10 Vendors	\$39.00	Per vendor / day	Must be part of an approved special event exceeding two dates in a calendar year. Permittee is responsible for acquiring and providing all City, County, and OLCC required permits, fees, and insurance as outlined by the City.
Multiple Day Concessions Fee - 11 to 20 Vendors	\$29.00	Per vendor / day	Must be part of an approved special event exceeding two dates in a calendar year. Permittee is responsible for acquiring and providing all City, County, and OLCC required permits, fees, and insurance as outlined by the City.
Multiple Day Concessions Fee - 21 or More Vendors	\$17.00	Per vendor / day	Must be part of an approved special event exceeding two dates in a calendar year. Permittee is responsible for acquiring and providing all City, County, and OLCC required permits, fees, and insurance as outlined by the City.
Vendor in City Parks Fee	\$67.00	Per month	Plus permit application / processing fee.
Parade / Community Event Within Public Right-of-Way - Local Street / ROW / Lane / Alley / Collector / Arterial Outside Travel Lane Permit Processing/Application Fee	\$107.00	Per event	Non-refundable. Additional City staff costs charged if required to close and reopen public rights-of-way, direct / manage pedestrian or vehicular traffic, clean-up of litter or other debris left on the public rights-of-way.
Parade / Community Event Within Public Right-of-Way - 1 Lane Collector / Arterial Permit Processing/Application Fee	\$223.00	Per event	Non-refundable. Additional City staff costs charged if required to close and reopen public rights-of-way, direct / manage pedestrian or vehicular traffic, clean-up of litter or other debris left on the public rights-of-way.

Description	Adopted Amount	Unit	Notes
Special Events, Continued			
Parade / Community Event Within Public Right-of-Way - 2 or More Lanes Collector / Arterial Permit Processing/Application Fee	\$298.00	Per event	Non-refundable. Additional City staff costs charged if required to close and reopen public rights-of-way, direct / manage pedestrian or vehicular traffic, clean-up of litter or other debris left on the public rights-of-way.
Community Event - National Night Out		Per event	No fee charged for neighborhood street closures for related events occurring on the nationally recognized day.
Community Event - Lemonade Stand Day Concessions Permit		Per event	No fee charged for park use permits or daily concessions fee for related events occurring on the nationally recognized day.
Community Event - Make Music Day		Per event	No fee charged for park use or park sound permits for related events occurring on the nationally recognized day.
Irrigation Locate	\$66.00	Per section	Section is approximately 200 sqft.
Marine Vessel Out Haul and Relaunch	\$1,780.00	Per event	
Marine Vessel Temporary Dry Docking In Wallace Marine Parking Lot (Apr - Sept)	\$118.00	Per day	
Marine Vessel Temporary Dry Docking In Wallace Marine Parking Lot (Oct - Mar)	\$61.00	Per day	
Minto Island Conservation Area Use - No Impact		Per day	No fee. No staff monitoring needed. Occurs during City business hours (8:00 a.m. to 5:00 p.m. excluding Saturdays, Sundays, and legal holidays). Resource damage unlikely. Impacts to wildlife unlikely. No closures needed.
Minto Island Conservation Area Use - Low Impact	\$100.00	Per day	May require staff monitoring or pre or post activity support. Occurs during normal hours (8:00 a.m. to 5:00 p.m. excluding legal holidays). No or minimal resource damage risk likely. Low wildlife impact risk. No MICA path closures needed.
Minto Island Conservation Area Use - Medium Impact	\$475.00	Per day	Requires staff monitoring or pre or post activity support. Occurs during normal hours. Some resource damage risk likely. Moderate wildlife impact risk. Partial closures of MICA path needed.
Minto Island Conservation Area Use - High Impact	\$850.00	Per day	Occurs outside of normal hours or requires additional staff or consultants to be scheduled. Resource damage risk highly likely. High wildlife impact risk. Partial or full closure of MICA path needed.

Description	Adopted Amount	Unit	Notes
Special Events, Continued			
Minto Island Conservation Area Stewardship – large event not exceeding 1,000 participants	\$400.00	Per event	For permitted special uses with over 400 participants but not exceeding 1,000 participants.
Minto Island Conservation Area Stewardship – large event exceeding 1,000 participants	\$1,000.00	Per event	For permitted special uses with over 1,000 participants.
Miscellaneous Permits and Fees			
Retrieval and Disposal of Garbage Bag	\$5.00	Per each	Trash must be below or level with top of can. Collected at completion of event.
Placement of Additional Garbage Can	\$5.00	Per each	Includes 1 liner bag. Maximum of 10 cans placed.
Mobile Stage Rental	\$292.00	Per event	Calculation based on two staff working a three hour time period. Additional city labor and fleet costs may be charged.
Memorial Bench	\$3,500.00	Per each	Minimum, may vary depending on scope. Fee was missing from the FY 2023 fee schedule incorrectly, has been
Benevolent Food and Sundries Distribution Permit		Per event	No fee charged for park use permits or daily concessions fee.
Benevolent Food and Sundries Distribution Security Deposit	\$250.00	Per event	
Outdoor Movie Screen Rental	\$656.00	Per use	Calculation based on four staff working a four hour time period. Additional city labor and fleet costs may be charged. Fee does not include audio / visual production.
Commercial Photography Activities Film / Video Photography	\$133.00	Per day	Plus permit application / processing fee. News production, cable access, PSA production, or company providing promotion for the City of Salem are exempt.
Commercial Photography Activities Long-Term Shoot	\$174.00	Per day	Considered special use area permit. If applicable, City staff / services cost recovery will be billed to user.
Special Use Permit Including Walks / Runs	\$250.00	Per day / park	Plus permit application / processing fee.
Special Use Permit Minimal Impact	\$50.00	Per event	Minimal impact / negligible use of space.

Description	Adopted Amount	Unit	Notes
Miscellaneous Permits and Fees, Continued			
Permit Application / Processing Fee	\$29.00	Per permit	15 business days or more prior to event. Non-refundable, excludes Pringle Hall and Riverfront Park facility rentals.
Permit Application / Processing Fee (expedited)	\$58.00	Per permit	Less than 15 business days prior to event. Non-refundable, excludes Pringle Hall and Riverfront Park facility rentals.
Alcohol Permit	\$66.00	Per event	
Ballfield Rental - Hourly	\$26.00	Per field	Plus permit application / processing fee. Excludes Wallace Softball Complex and tournaments coordinated through City of Salem softball staff which are held fully or partially outside the Wallace Softball Complex
Ballfield Rental - 2 Day Tournament	\$408.00	Per field	Plus permit application / processing fee. Excludes Wallace Softball Complex and tournaments coordinated through City of Salem softball staff which are held fully or partially outside the Wallace Softball Complex.
Ballfield Rental - 3 Day Tournament	\$612.00	Per field	Plus permit application / processing fee. Excludes Wallace Softball Complex and tournaments coordinated through City of Salem softball staff which are held fully or partially outside the Wallace Softball Complex
Ballfield Rental - 2 Day Tournaments (Non-Profit)	\$306.00	Per field	Plus permit application / processing fee. Applies to tournaments hosted by local youth-serving, non-profits with out-of-town participants.
Ballfield Rental - 3 Day Tournaments (Non-Profit)	\$459.00	Per field	Plus permit application / processing fee. Applies to tournaments hosted by local youth-serving, non-profits with out-of-town participants.
Ballfield Line Paint - Can	\$6.00	Per each	
Ballfield Line Paint - Case	\$71.00	Per each	
Facility Rental Discount Non-Profit		Per rental	20% discount on Facility Use Fees for qualifying non-profit organizations.
Tennis Court Rental - Hourly Rate	\$16.00	Per hour / court	Plus permit application / processing fee.
Tennis Tournament Court Rental - 2 Day Tournament	\$255.00	Per court	Plus permit application / processing fee.
Tennis Tournament Court Rental - 2 Day Tournament (Non - Profit)	\$191.00	Per court	Applies to tournaments hosted by local youth-serving, non-profits with out-of-town participants. Plus permit application / processing fee.
Pickleball Court Rental - Hourly Rate	\$8.00	Per hour / court	Plus permit application / processing fee.
Pickleball Tournament Court Rental - Half Day Tournament	\$32.00	Per court	Plus permit application / processing fee.

Description	Adopted Amount	Unit	Notes
Miscellaneous Permits and Fees, Continued			
Pickleball Tournament Court Rental - 1 Day Tournament	\$64.00	Per court	Plus permit application / processing fee.
Pickleball Tournament Court Rental - Half Day Tournament (Non - Profit)	\$24.00	Per court	Plus permit application / processing fee. Applies to tournaments hosted by local youth-serving, non-profits with out-of-town participants.
Pickleball Tournament Court Rental - 1 Day Tournament (Non - Profit)	\$48.00	Per court	Plus permit application / processing fee. Applies to tournaments hosted by local youth-serving, non-profits with out-of-town participants.
Disc Golf Course Rental - Hourly Rate	\$16.00	Per hour / course	Plus permit application / processing fee.
Disc Golf Course Tournament Rental - 1 Day Tournament	\$128.00	Per course	Plus permit application / processing fee.
Disc Golf Course Tournament Rental - 2 Day Tournament	\$256.00	Per course	Plus permit application / processing fee.
Disc Golf Course Tournament Rental - 1 Day Tournament (Non - Profit)	\$96.00	Per course	Plus permit application / processing fee. Applies to tournaments hosted by local youth-serving, non-profits with out-of-town participants.
Disc Golf Course Tournament Rental - 2 Day Tournament (Non - Profit)	\$192.00	Per course	Plus permit application / processing fee. Applies to tournaments hosted by local youth-serving, non-profits with out-of-town participants.
Parks Replacement Key Fee	\$125.00	Each	Excludes Pringle Hall.
Bush Park Amphitheater	\$34.00	Per hour	Four hour minimum.
Bush Park Rose Garden	\$34.00	Per hour	Two hour minimum.
Bush Park Lower Leffelle Picnic Site	\$34.00	Per hour	Four hour minimum.
Cascades Gateway Beaver Grove	\$39.00	Per hour	Four hour minimum.
Cascades Gateway Blue Gill A	\$34.00	Per hour	Four hour minimum.
Cascades Gateway Blue Gill B	\$34.00	Per hour	Four hour minimum.
Minto-Brown Island Park	\$34.00	Per hour	Four hour minimum.
Woodmansee Park Shelter	\$34.00	Per hour	Four hour minimum.
River Road Park Shelter	\$39.00	Per hour	Four hour minimum.
Pringle Hall Permit Application / Processing Fee	\$69.00	Per permit	15 business days or more prior to event. Non-refundable.

Description	Adopted Amount	Unit	Notes
Miscellaneous Permits and Fees, Continued			
Pringle Hall Permit Application / Processing Fee (expedited)	\$138.00	Per permit	Less than 15 business days prior to event. Non-refundable.
Pringle Hall Replacement Key Fee	\$45.00	Each	
Pringle Hall Large Meeting Room - Monday through Thursday	\$39.00	Per hour	Weekday during business hours 8am - 5pm; additional charge of \$20 per hour outside of business hours.
Pringle Hall Small Meeting Room - Monday through Thursday	\$21.00	Per hour	Weekday during business hours 8am - 5pm; additional charge of \$20 per hour outside of business hours.
Pringle Hall Entire Facility - Monday through Thursday	\$60.00	Per hour	Weekday during business hours 8am - 5pm; additional charge of \$20 per hour outside of business hours.
Pringle Hall Entire Facility - Friday through Sunday	\$131.00	Per hour	Four hour minimum.
Pringle Hall Refundable Security Deposit	\$250.00	Per use	The expenses resulting from any damage or maintenance that is above the normal level of service shall be charged to 15 business days or more prior to event. Non-refundable.
Riverfront Park Permit Application / Processing Fee	\$69.00	Per permit	
Riverfront Park Permit Application / Processing Fee (expedited)	\$138.00	Per permit	Less than 15 business days prior to event. Non-refundable.
Riverfront Park North Meadow, Boat Dock or Dock Overlook	\$34.00	Per hour	Events without sales, admission fees, or concessions.
Riverfront Park North Meadow, Boat Dock or Dock Overlook - Commercial Sales	\$656.00	Per day	Commercial Events: the purpose of the event is to distribute information and / or introduce a product that may result in any future donations or sales. Sales: events where concessions and / or sales are part of the event, or runs, walks, contests where entry fees are charged in order to participate and the end event is combined with a festival type event (beer gardens, band or similar activity).
Riverfront Park North Meadow, Boat Dock or Dock Overlook - Contests / Walks / Runs	\$250.00	Per event	Riverfront Park Only: Runs / walks / contests where entry fees are charged in order to participate and race memorabilia may be sold on site. Race memorabilia is limited to T-shirts / sweatshirts or the race related items.
Riverfront Park South Meadow	\$66.00	Per hour	Events without sales, admission fees, or concessions.

Description	Adopted Amount	Unit	Notes
Miscellaneous Permits and Fees, Continued			
Riverfront Park South Meadow - Commercial Sales	\$1,309.00	Per day	Commercial Events: the purpose of the event is to distribute information and / or introduce a product that may result in any future donations or sales. Sales: events where concessions and / or sales are part of the event, or runs, walks, contests where entry fees are charged in order to participate and the end event is combined with a festival type event (beer gardens, band or similar activity).
Riverfront Park South Meadow - Contests / Walks / Runs	\$250.00	Per event	Riverfront Park Only: Runs / walks / contests where entry fees are charged in order to participate and race memorabilia may be sold on site. Race memorabilia is limited to T-shirts / sweatshirts or the race related items.
Riverfront Park Amphitheater	\$66.00	Per hour	Events without sales, admission fees, or concessions.
Riverfront Park Amphitheater - Commercial Sales	\$1,309.00	Per day	Commercial Events: the purpose of the event is to distribute information and / or introduce a product that may result in any future donations or sales. Sales: events where concessions and / or sales are part of the event, or runs, walks, contests where entry fees are charged in order to participate and the end event is combined with a festival type event (beer gardens, band or similar activity).
Riverfront Park Amphitheater - Contests / Walks / Runs	\$250.00	Per event	Riverfront Park Only: Runs / walks / contests where entry fees are charged in order to participate and race memorabilia may be sold on site. Race memorabilia is limited to T-shirts / sweatshirts or the race related items.

Description	Adopted Amount	Unit	Notes
Miscellaneous Permits and Fees, Continued			
Riverfront Park Rotary Pavilion	\$55.00	Per hour	Events without sales, admission fees, or concessions.
Riverfront Park Rotary Pavilion - Commercial Sales	\$700.00	Per day	Commercial Events: the purpose of the event is to distribute information and / or introduce a product that may result in any future donations or sales. Sales: events where concessions and / or sales are part of the event, or runs, walks, contests where entry fees are charged in order to participate and the end event is combined with a festival type event (beer gardens, band or similar activity).
Riverfront Park Rotary Pavilion - Contests / Walks / Runs	\$250.00	Per event	Riverfront Park Only: Runs / walks / contests where entry fees are charged in order to participate and race memorabilia may be sold on site. Race memorabilia is limited to T-shirts / sweatshirts or the race related items.
Riverfront Park Other	\$34.00	Per hour	Events without sales, admission fees, or concessions.
Riverfront Park Other - Commercial Sales	\$656.00	Per day	Commercial Events: the purpose of the event is to distribute information and / or introduce a product that may result in any future donations or sales. Sales: events where concessions and / or sales are part of the event, or runs, walks, contests where entry fees are charged in order to participate and the end event is combined with a festival type event (beer gardens, band or similar activity).
Riverfront Park Other - Contests / Walks / Runs	\$250.00	Per event	Runs / walks / contests where entry fees are charged in order to participate and race memorabilia may be sold on site. Race memorabilia is limited to T-shirts / sweatshirts or the race related items. Areas used as event sites, including parking lots.
Riverfront Park Gerry Frank Rotary Amphitheater Upper Lawn , Lower Lawn , or Pringle Creek Esplanade	\$34.00	Per hour	Events without sales, admission fees, or concessions.
Riverfront Park Gerry Frank Rotary Amphitheater Upper Lawn , Lower Lawn , or Pringle Creek Esplanade - Commercial Sales	\$656.00	Per day	Commercial Events: the purpose of the event is to distribute information and / or introduce a product that may result in any future donations or sales. Sales: events where concessions and / or sales are part of the event, or runs, walks, contests where entry fees are charged in order to participate and the end event is combined with a festival type event (beer gardens, band or similar activity).

Description	Adopted Amount	Unit	Notes
Miscellaneous Permits and Fees, Continued			
Riverfront Park Gerry Frank Rotary Amphitheater Upper Lawn , Lower Lawn , or Pringle Creek Esplanade - Contests / Walks / Runs	\$250.00	Per event	Riverfront Park Only: Runs / walks / contests where entry fees are charged in order to participate and race memorabilia may be sold on site. Race memorabilia is limited to T-shirts / sweatshirts or the race related items.
Riverfront Park Gerry Frank Rotary Amphitheater Covered Stage	\$60.00	Per hour	Events without sales, admission fees, or concessions.
Riverfront Park Gerry Frank Rotary Amphitheater Covered Stage - Commercial Sales	\$700.00	Per day	Commercial Events: the purpose of the event is to distribute information and / or introduce a product that may result in any future donations or sales. Sales: events where concessions and / or sales are part of the event, or runs, walks, contests where entry fees are charged in order to participate and the end event is combined with a festival type event (beer gardens, band or similar activity).
Riverfront Park Gerry Frank Rotary Amphitheater Covered Stage - Contests / Walks / Runs	\$250.00	Per event	Riverfront Park Only: Runs / walks / contests where entry fees are charged in order to participate and race memorabilia may be sold on site. Race memorabilia is limited to T-shirts / sweatshirts or the race related items.
Riverfront Park Vendor Plaza - Per Space	\$39.00	Per day	Plus permit application / processing fee. Does not require being part of an approved special event.
Riverfront Park Vendor Plaza - Entire Plaza (14 Spaces)	\$174.00	Per day	Plus permit application / processing fee. Does not require being part of an approved special event.

Description	Adopted Amount	Unit	Notes
Sports Programs			
All Comer Track and Field Meets	\$15.00	Per meet	Approved City waivers pay 50% of registration fee.
All Comer Track and Field Events	\$4.00	Per event	Approved City waivers pay 50% of registration fee.
Salem Kids Relay	\$75.00	Per school	
Contract Classes		Per event	Based on class and scope. Price established by contract.
Drop-In Programs - Individual	\$5.00	Per event	No waivers provided for drop-in programs.
Drop-In Programs - Family	\$10.00	Per event	No waivers provided for drop-in programs. Family is immediate family and must reside in the same household.
Participant Merchandise		Per event	Varies. Merchandise may include T-shirt, water bottle, or sport equipment. No waivers provided.
Sport League	\$70.00	Per participant	Multi-week program for tennis, pickleball, ultimate Frisbee, or similar activity. Approved City waivers pay 50% of registration fee.
Sport Club	\$20.00	Per participant	Multi-day program for Marathon Kids running club or similar activity. Approved City waivers pay 50% of registration fee.
Summer Parks Program	\$45.00	Per participant / week	Approved City waivers pay no registration fee.
Tennis Tournament	\$15.00	Per participant	No waivers provided for tennis tournaments.
Sports Programs - Youth Sports Camp			
Ages 4 and under	\$42.00	Per participant	Approved City waivers pay 50% of registration fee.
Ages 5 through 7	\$46.00	Per participant	Approved City waivers pay 50% of registration fee.
Ages 8 through 17	\$54.00	Per participant	Approved City waivers pay 50% of registration fee.
Sports Programs - Recreational Distance / Fun Runs			
1 Kilometer Race	\$1.00	Per participant	No waivers provided.
5 Kilometer Race	\$5.00	Per participant	No waivers provided.
10 Kilometer Race	\$10.00	Per participant	No waivers provided.
Half Marathon	\$13.00	Per participant	No waivers provided.

Description	Adopted Amount	Unit	Notes
Softball League (Spring, Summer, Fall)			
20 Week / 40 Game League - Paid in Full	\$2,520.00	Per team	
20 Week / 40 Game League - Free Agent	\$210.00	Per person	Total paid in full divided by 12 players.
18 Week / 36 Game League - Paid in Full	\$2,268.00	Per team	
18 Week / 36 Game League - Free Agent	\$189.00	Per person	Total paid in full divided by 12 players.
16 Week / 32 Game League - Paid in Full	\$2,016.00	Per team	
16 Week / 32 Game League - Free Agent	\$168.00	Per person	Total paid in full divided by 12 players.
14 Week / 28 Game League - Paid in Full	\$1,764.00	Per team	
14 Week / 28 Game League - Free Agent	\$147.00	Per person	Total paid in full divided by 12 players.
12 Week / 24 Game League - Paid in Full	\$1,680.00	Per team	
12 Week / 24 Game League - Free Agent	\$140.00	Per person	Total paid in full divided by 12 players.
10 Week / 20 Game League - Paid in Full	\$1,400.00	Per team	
10 Week / 20 Game League - Free Agent	\$117.00	Per person	Total paid in full divided by 12 players.

Description	Adopted Amount	Unit	Notes
Softball League (Spring, Summer, Fall), Continued			
8 Week / 16 Game League - Paid in Full	\$1,120.00	Per team	
8 Week / 16 Game League - Free Agent	\$94.00	Per person	Total paid in full divided by 12 players.
7 Week / 14 Game League - Paid in Full	\$1,041.00	Per team	
7 Week / 14 Game League - Free Agent	\$87.00	Per person	Total paid in full divided by 12 players.
6 Week / 12 Game League - Paid in Full	\$840.00	Per team	
6 Week / 12 Game League - Free Agent	\$70.00	Per person	Total paid in full divided by 12 players.
5 Week / 10 Game League - Paid in Full	\$700.00	Per team	
5 Week / 10 Game League - Free Agent	\$59.00	Per person	Total paid in full divided by 12 players.
4 Week / 8 Game League - Paid in Full	\$595.00	Per team	
4 Week / 8 Game League - Free Agent	\$50.00	Per person	Total paid in full divided by 12 players.

Description	Adopted Amount	Unit	Notes
Softball Single Game League (Spring, Summer, Fall)			
18 Week / 18 Game League - Paid in Full	\$1,112.00	Per team	
18 Week / 18 Game League - Free Agent	\$93.00	Per person	Total paid in full divided by 12 players.
12 Week / 12 Game League - Paid in Full	\$741.00	Per team	
12 Week / 12 Game League - Free Agent	\$62.00	Per person	Total paid in full divided by 12 players.
10 Week / 10 Game League - Paid in Full	\$650.00	Per team	
10 Week / 10 Game League - Free Agent	\$55.00	Per person	Total paid in full divided by 12 players.
8 Week / 8 Game League - Paid in Full	\$520.00	Per team	
8 Week / 8 Game League - Free Agent	\$44.00	Per person	Total paid in full divided by 12 players.
6 Week / 6 Game League - Paid in Full	\$390.00	Per team	
6 Week / 6 Game League - Free Agent	\$33.00	Per person	Total paid in full divided by 12 players.
5 Week / 5 Game League - Paid in Full	\$325.00	Per team	
5 Week / 5 Game League - Free Agent	\$28.00	Per person	Total paid in full divided by 12 players.
4 Week / 4 Game League - Paid in Full	\$276.00	Per team	
4 Week / 4 Game League - Free Agent	\$23.00	Per person	Total paid in full divided by 12 players.

Description	Adopted Amount	Unit	Notes
Softball (6V6V6)			
6 Week / 6 Game League	\$408.00	Per team	\$68.00 per game per team.
8 Week / 8 Game League	\$544.00	Per team	\$68.00 per game per team.
10 Week / 10 Game League	\$680.00	Per team	\$68.00 per game per team.
12 Week / 12 Game League	\$816.00	Per team	\$68.00 per game per team.
Softball - Tournament			
Wallace Softball Field Permit Application / Processing Fee	\$29.00	Per permit	Non-refundable.
Tournament Reservation Fee	\$107.00	Per tournament	Non-refundable.
Tournament Fee Deposit	\$270.00	Per tournament	Deposit applied to full tournament fees charged, 100% refundable if tournament cancelled more than 30 days in advance, non-refundable if cancelled less than 30 days in advance.
Softball / Kickball Tournament Fees - 2 to 10 Teams	\$74.00	Per game	
Softball / Kickball Tournament Fees - 11 to 16 Teams	\$45.00	Per game	
Softball / Kickball Tournament Fees - 17 to 20 Teams	\$41.00	Per game	
Softball / Kickball Tournament Fees - 21 to 24 Teams	\$38.00	Per game	
Softball / Kickball Tournament Fees - 25 or More Teams	\$37.00	Per game	
Tournament Canopy Fee Optional	\$50.00	Per tournament	
Temporary Fence Installation	\$50.00	Per field	
City Hosted Tournament Entry Fee		Per team	Fee set by market rate. Variables include number of games, number of teams, level of play, and quality of tournament.
National Tournament Entry Fee		Per team	Fee set by bidding process.
National Tournament Event Fees		Per person	Fee set by bidding process.
National Tournament Practice Games		Per game	Fee set by market rate.
Tournament Gate Fee - Adult		Per day	Rate set by national associations and type of tournament.

Description	Adopted Amount	Unit	Notes
Softball - Tournament Continued			
Tournament Gate Fee - Youth Ages 6 through 18 or Seniors		Per day	Rate set by national associations and type of tournament.
Tournament Gate Fee - Adult		Per week	Rate set by national associations and type of tournament.
Tournament Gate Fee - Youth Ages 6 through 18 or Seniors		Per week	Rate set by national associations and type of tournament.
Cancellation Fee - Tournament		Per transaction	Partial refund of fee due to participant(s) cancellation of event prior to deadline.
Baseball - Tournament			
Baseball Tournament Fees - 2 to 10 Teams	\$115.00	Per game	
Baseball Tournament Fees - 11 to 16 Teams	\$64.00	Per game	
Baseball Tournament Fees - 17 to 20 Teams	\$62.00	Per game	
Baseball Tournament Fees - 21 to 24 Teams	\$60.00	Per game	
Baseball Tournament Fees - 25 or More Teams	\$57.00	Per game	
Softball - Miscellaneous			
Adult League - Drop In (1 night)	\$10.00	Per person	
Cancellation Fee - Leagues	\$80.00	Per transaction	For softball and kickball leagues. Refunds will not be granted after the entry deadline.
Installment Fee	\$200.00	Per team	\$300 deposit minimum. Balance due by deadline date. For softball and kickball leagues.
Late Fee Per Game	\$10.00	Per team	\$300 deposit minimum. Balance due by deadline date. For softball and kickball leagues.
Quick Dry Field Product	\$30.00	Per bag	Fee per bag over standard amount of 4 bags per field.
Softball Sponsorships		Per sponsorship	Variable rate based on level of sponsorship.
Vendor Fee	\$39.00		Fee plus 10% of revenue; excludes paid sponsors.
Wallace Softball Field Facility Rental - League	\$25.00	Per hour	Plus permit application / processing fee.
Wallace Softball Field Facility Rental - Non League	\$35.00	Per hour	Plus permit application / processing fee.
Wallace Softball Field Facility Rental - Games	\$45.00	Per hour	Plus permit application / processing fee.
Wallace Softball Field Facility Rental - Colleges and High Schools	\$150.00	Per game	Plus permit application / processing fee.

Description	Adopted Amount	Unit	Notes
Kickball League			
4 Week / 4 Game League	\$240.00	Per team	
4 Week / 4 Game League - Free Agent	\$30.00	Per person	Total paid in full divided by 8 players.
6 Week / 6 Game League	\$360.00	Per team	
6 Week / 6 Game League - Free Agent	\$45.00	Per person	Total paid in full divided by 8 players.
8 Week / 8 Game League	\$480.00	Per team	
8 Week / 8 Game League - Free Agent	\$60.00	Per person	Total paid in full divided by 8 players.
10 Week / 10 Game League	\$600.00	Per team	
10 Week / 10 Game League - Free Agent	\$75.00	Per person	Total paid in full divided by 8 players.
12 Week / 12 Game League	\$680.00	Per team	
12 Week / 12 Game League - Free Agent	\$85.00	Per person	Total paid in full divided by 8 players.
18 Week / 18 Game League	\$1,024.00	Per team	
18 Week / 18 Game League - Free Agent	\$128.00	Per person	Total paid in full divided by 8 players.
Youth Kickball League- 6 weeks	\$36.00	Per person	
Youth Kickball League - Drop In (1 night)	\$10.00	Per person	
Softball Complex Rental			
Level 0	\$100.00	Per hour	Minimum, range \$100 - \$200 per hour. Plus permit application / processing fee. No staff support.
Level 1	\$210.00	Per hour	500 people or less. Plus permit application / processing fee. Plus staff costs.
Level 2	\$310.00	Per hour	500 -1,000 people. Plus permit application / processing fee. Plus staff costs.
Level 3	\$415.00	Per hour	1,001- 1,500 people. Plus permit application / processing fee. Plus staff costs.

Salem Public Library

Salem Public Library is a member of the Chemeketa Cooperative Regional Library Service (CCRLS) connecting libraries in Marion, Polk, and Yamhill counties. The fine for overdue materials and fees for full-service cards offered to county residents living outside of public library coverage and interlibrary loans are set by the member libraries of CCRLS. Other fees in this schedule are established through a Salem City Council resolution.

Fee Changes for FY 2024

None.

Policy Issues, Exceptions, and Other Special Considerations

Description	Adopted Amount	Unit	Notes
Overdue Materials			
Picture Books for Children	\$0.00	Per day / item	
All Other Books	\$0.00	Per day / item	
All Other Magazines	\$0.00	Per day / item	
Lost or Destroyed Items		Per item	Actual cost of item.
Interlibrary Loan Program			
Interlibrary Loan Item(s) Loaned Locally	\$0.00	Per item	Plus postage, insurance and lending institution fees.
Interlibrary Loan Item(s) Loaned Non-Locally	\$0.00	Per item	Plus postage, insurance and lending institution fees.
Printing			
Black and White Printing	\$0.10	Per page	First 10 pages are free to print per day. From the 11th page on, the fee will be effective.
Color Printing	\$0.75	Per page	
Photocopier	\$0.10	Per page	First 10 pages are free to photocopy per day. From the 11th page on, the fee will be effective.
Food for Fees			
Food for Fees	-\$5.00	Per item	One time annually for 2 weeks, the Salem Public Library shall hold a "Food for Fees Week" at the Main and West Salem Branch libraries. There is no cap on the amount waived and the exchange rate is \$5.00 waived per dollar donated to Marion Polk Food Share.
Library Cards			
Non-Resident Library Card Fee	\$60.00	Per card	Household is within CCRLS service district but not within a member City.
Non-Resident Library Card Fee	\$85.00	Per card	Household is outside of the CCRLS service district.
Non-Resident Visitor Library Card Fee	\$21.50	Per card	Valid for a 3 month period.

Description	Adopted Amount	Unit	Notes
West Salem Branch Room Rentals			
Library Conference Room - All Others	\$10.00	Per hour	No charge for rental by Government or a Non-commercial organization. Cleaning charge remains in place. Proof of Government or Non-commercial status may be requested. Library sponsored, or co-sponsored, programs and City departments are exempt from these charges.
Main Library Room Rentals			
Loucks Auditorium - All Others	\$50.00	Per hour	No charge for rental by Government or a Non-commercial organization. Cleaning charge remains in place. Proof of Government or Non-commercial status may be requested. Library sponsored, or co-sponsored, programs and City departments are exempt from these charges.
Plaza Conference Room - All Others	\$10.00	Per hour	No charge for rental by Government or a Non-commercial organization. Cleaning charge remains in place. Proof of Government or Non-commercial status may be requested. Library sponsored, or co-sponsored, programs and City departments are exempt from these charges.
Anderson A Conference Room - All Others	\$20.00	Per hour	No charge for rental by Government or a Non-commercial organization. Cleaning charge remains in place. Proof of Government or Non-commercial status may be requested. Library sponsored, or co-sponsored, programs and City departments are exempt from these charges.
Anderson B Conference Room - All Others	\$20.00	Per hour	No charge for rental by Government or a Non-commercial organization. Cleaning charge remains in place. Proof of Government or Non-commercial status may be requested. Library sponsored, or co-sponsored, programs and City departments are exempt from these charges.
Anderson A and B Conference Rooms Combined - All Others	\$40.00	Per hour	No charge for rental by Government or a Non-commercial organization. Cleaning charge remains in place. Proof of Government or Non-commercial status may be requested. Library sponsored, or co-sponsored, programs and City departments are exempt from these charges.
Room Rentals			
Cleaning Charge	\$25.00	Per rental	Minimum charge, actual cost will be charged.

Library sponsored, or co-sponsored, programs and City departments are exempt from these charges.